

City Council Meeting Notice January 2022

The meeting of the City Council will be held in-person in the City Council Chambers on the 3rd Floor of City Hall.

Members of the public, if you plan to attend the meeting of the City Council, please take note of the following policies:

1. **Masks:** The City of Danbury requires all individuals to wear masks in municipal buildings.
2. **Sign-in:** For the public health and safety of our staff and visitors, we ask that you sign-in with the front desk security guard before entering the meeting. Signing-in is not mandated for public meetings, but is voluntary and appreciated.
3. **Seating:** We ask that you keep a safe distance from others who are not in your party. Please leave at least one seat between yourself and other attendees.
4. **Public Speaking:** Danbury residents and/or taxpayers will have an opportunity to participate in the public speaking portion of the meeting.

A live stream for **viewing only** will be available during this meeting. Please check the City Calendar at the start of the meeting for a live link.

Thank you & stay safe!

CITY COUNCIL MEETING –

January 6, 2022

The meeting will be called to order at 7:30 P.M.

PLEDGE OF ALLEGIANCE & PRAYER

ROLL CALL

Buzaid, Cavo, Eriquez, Knapp, Levy, DiGilio, Rotello, Visconti
Esposito, Halas, Stanley, Fox, Masi, Palma, Henry, Britton,
Santos, Perkins, Chianese, Cammisa and Molinaro

_____ **PRESENT** _____ **ABSENT**

PUBLIC SPEAKING

MINUTES - Minutes of the Council Meeting held December 7, 2021

CONSENT CALENDAR

AGENDA

1. COMMUNICATION – Appointment of Legislative Assistant
2. COMMUNICATION – Certification of Funds Corporation Counsel
3. COMMUNICATION – Request for Assignment of Fund Balance
4. COMMUNICATION – Year End Re-Appropriations and Budget Amendments
5. COMMUNICATION – Main House – Residential License
6. RESOLUTION – 2022 JAG Local VCP Grant Program
7. RESOLUTION – Request to Enter MOU with DCF
8. RESOLUTION – Acquisition of Property – White Street Intersection Improvement Project
9. RESOLUTION – FEMA Assistance to Firefighters Grant

DEPARTMENT REPORTS – Police, Fire, Health-Housing & Welfare, Public Works, Permit Center,
UNIT, Elderly, Library,

ADJOURNMENT

Copies of Agenda Items are available in the Legislative Assistant's Office



CITY OF DANBURY

OFFICE OF THE MAYOR
DANBURY, CONNECTICUT 06810
www.danbury-ct.gov

DEAN ESPOSITO
MAYOR

(203) 797-4511
FAX (203) 796-1666
d.esposito@danbury-ct.gov

December 27, 2021

Honorable Members of the City Council
City of Danbury, Connecticut

Dear City Council Members:

I respectfully request that the City Council confirm my appointment of Mrs. Elisa Etcheto as the new Legislative Assistant effective February 4, 2022.

Born and raised in Danbury, Mrs. Etcheto attended Danbury Public Schools and graduated from Danbury High School in 2000. She received her Political Science Bachelor Degree from the University of Connecticut in 2004. Having worked as an intern with Mayor Boughton's administration for two summers during her college career, Mrs. Etcheto was asked to return after graduating, and on June 6th of 2005, Mrs. Etcheto was appointed by Mayor Boughton to serve as the City's Communications Coordinator.

In 2009, Mrs. Etcheto was promoted as Mayor Boughton's Administrative Assistant. Having superseded the expectations of her role, Mrs. Etcheto was reclassified as Executive Assistant to Mayor Boughton in 2014.

Mrs. Etcheto has now served three administrations as Executive Assistant to the Mayor. She has been vital to the transition of Mayors Mark Boughton, Joseph Cavo, and Dean Esposito. Her trilingual skills, extensive knowledge of city government, and close work with countless community leaders, city employees, residents, and City Council members, make her the ideal appointment to the role of Legislative Assistant.

I am confident Mrs. Etcheto will proudly serve the City Council and the people of Danbury with tremendous integrity as she moves forward in her sixteen year career with the City of Danbury.

Sincerely,

Dean Esposito
Mayor



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CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810-7769

DAVID ST. HILAIRE
DIRECTOR OF FINANCE

(203) 797-4652
FAX: (203) 796-1526

MEMORANDUM

TO: Mayor Dean Esposito via the City Council
FROM: David St. Hilaire, Director of Finance *Dst*
DATE: December 29, 2021 **CERTIFICATION – Corporation Counsel**
SUBJECT: Certification of Funds – Corporation Counsel

Pursuant to the attached request from Corporation Counsel, I hereby certify the availability of funds.

These appropriations will come from the Assigned Fund Balance-Litigation account 002-3700.0510.

The status of the Assigned Fund Balance Account is as follows:

Original Amount: \$450,000
*Fund Balance Reclassifications 200,000

Attached Request (350,000)

*Balance: \$300,000

*Item included on January 2022 agenda and contingent upon City Council's approval

Please feel free to contact me should you require any additional information.



CITY OF DANBURY
OFFICE OF THE CORPORATION COUNSEL
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

HON. DEAN E. ESPOSITO
HON. PRES. & MEMBERS OF THE CITY COUNCIL
155 Deer Hill Avenue
Danbury, Connecticut 06810

WED., DEC. 22, 2021

**RE: SUPPLEMENTAL FUNDING REQUEST: FUNDING OF EXTRAORDINARY
LITIGATION (AND RELATED) COSTS/EXPENDITURES**
Regular Council Meeting: Thursday, Jan. 6, 2022

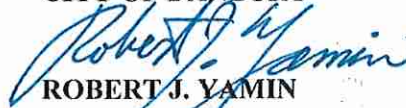
Dear Mayor and City Council Members:

Events or developments in connection with certain extremely intensive, complex litigation (and non-litigation; e.g., administrative) matters have caused us to exhaust our budgeted appropriations for the relevant litigation-related line items (we project the relevant budgetary line items will be exhausted *well* ahead of the close of this fiscal year). As you probably know, historically we have always endeavored to budget on a flat, uniform level year over year. This has been an extremely successful approach to our Departmental budgeting, because in many fiscal years, we are able to fund our litigation and other extraordinary needs within our budget. In some years, typically where, as is the case this year, we have received an inordinate number of historically large, pending tax appeals, we are unable to do so despite our best efforts, and in such instances we are forced to return to the Council to supplement our budget and allow us to continue to prosecute and defend these important files. This year, we project that we would need at least **\$350,000.00** to carry us to June 30th at present rates of expenditures. Accordingly, we hereby respectfully request that the Council approve and authorize an immediate supplemental appropriation of \$350,000.00 out of the Contingency Fund. We will request that the Director of Finance provide certification as to the availability of said sum/appropriation.

As always, please do not hesitate to call me at your convenience with any questions regarding this matter or any other matter before the Office of the Corporation Counsel. Thank you in advance for your attention to and assistance with this matter.

Very truly yours,

CITY OF DANBURY


ROBERT J. YAMIN
Corporation Counsel and
Chief Legal Officer

Cc: Laszlo L. Pinter, Managing Attorney & Deputy Corporation Counsel
City Supplemental Appropriation letter – Dec. 22, 2021 - RJY

Robert J. Yamin
Corporation Counsel
r.yamin@ci.danbury.ct.us
(203)797-4518

Laszlo L. Pinter
Deputy Corporation Counsel
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(203)797-4517

Robin L. Edwards
Assistant Corporation Counsel
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Dianne E. Rosemark
Assistant Corporation Counsel
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(203) 796-8004



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CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810-7769

DAVID ST. HILAIRE
DIRECTOR OF FINANCE

PHONE: (203) 797-4652
FAX: (203) 796-1526

MEMORANDUM

TO: Mayor Dean Esposito via City Council

FROM: David W. St. Hilaire, Director of Finance *DW*

DATE: December 28, 2021

SUBJECT: Request for Assignment of Fund Balance for fiscal year ending June 30, 2021

As you are aware, the City's independent auditors, RSM US, are currently performing the annual audit of the City's financials.

Over the next several weeks, the audit fieldwork will be completed, reports reviewed, prepared and then the audit reports will be issued after the final meeting with the RSM US and the audit committee. While the audit will not be completed for several weeks, I am prepared to submit as I typically do at this stage of the audit strategic recommendations for assignments of fund balance to the Mayor via City Council.

These assignments take into consideration an anticipated operating surplus and expected changes in assigned fund balances for the fiscal year ending June 30, 2021. City revenues exceeded expenditures by \$2.4M (largely due to \$1.8M from a premium on the sale of Bond Anticipation Notes) while BOE general fund revenues (allocation from City) exceeded expenditures by \$2.9M. However, the BOE recorded CARES ACT and ARPA grant eligible expenditures totaling \$2.9M relating to the School Lunch Program (\$1.5M in FY21 and \$0.7M in FY20) and Remote Learning (\$0.7M in FY21) to the BOE general fund.

A separate funding request has been made to the State to recover the \$2.9M of grant eligible expenditures related to COVID and the Governor's Executive Order mandates. I would recommend to the City Council that if any of these grant eligible expenditures are reimbursed to the City, that such reimbursed funds be set aside in a reserve fund held by the City for future educational planning purposes similarly to the annual BOE surpluses.

Pending any significant audit adjustments, the estimated unappropriated fund balance, after reclassifications, will be approximately \$25.5 million or 9.5% – well within the City's policy target range of 8-15%.

In continuation of promoting prudent fiscal practices, I am recommending the following assignments of fund balance for fiscal year ending June 30, 2021 as follows:

- **\$3,329,000** - Assigned Fund Balance: Capital Projects
 1. \$3,000,000 – Funding for Capital Projects as determined in future budgets.
 2. \$ 260,000 – Funding for the State Mandated 10/1/22 Property Revaluation
 3. \$ 69,000 – Funding for Airport projects
- **\$2,871,891** - Assigned Fund Balance: BOE

To establish a contingency reserve fund for unplanned expenditures related to the BOE operations.
- **\$350,000** - Assigned Fund Balance: Debt Service

The actual annual debt service cost is higher than the Adopted Budget due to changes in debt structure in both the annual bond issuance and recent refunding which were completed in July 2021. To achieve the lowest total cost, the City issued 10-year bonds instead of 20-year bonds and much of the savings from the recent refunding was necessarily spread out into future years.
- **\$200,000** - Assigned Fund Balance: Litigation

Litigation costs can vary significantly from one year to the next due to the number and type of legal matters. This request replenishes the litigation fund to a total reserve balance of \$650,000. Such reserve was established several years ago to ensure the funds are available as needed.
- **\$53,611** - Reserve for Candlewood Lake Authority

The City's FY22 Budget did not include the amount that was eventually approved by the majority of the participating five (5) towns. Consequently, the City is required to increase its annual contribution from \$85,670 to \$139,281 for FY22. The FY23 Proposed Budget for each member town as presented by the Candlewood Lake Authority Board is \$129,730.
- **\$650,000** - Reserve for Retroactive pay adjustments

Budget Adjustments to the Salary and Salary related lines of various departments. Necessary increases in the FY22 Budget salary and salary related lines to accommodate the FY21 retroactive pay adjustments. With the City Council's approval, departmental budgets will be adjusted to reflect these amendments in FY22.

- **\$200,000** – Transition Planning and Office Reorganization
Funds to be allocated between Human Resources, Legislative Assistant's Office and Mayor's Office to reevaluate the requirements and meet the needs throughout the City to ensure building security, compliance and functionality in consideration of the changes emerging since the Pandemic.
- **\$240,000** – City Funded Grant Agencies Through United Way
Grant agencies funded by the City through United Way were not included in the FY21 Adopted Budget due to financial constraints. The \$240,000 is to establish a reserve to ensure that funding for local grants through United Way will be available for the FY23 Budget.

The recommendations will be reflected in the June 30, 2021 audited financial statements upon approval of the City Council. The timing of such recommendations is important to the City's financial planning as we strategically address several past, present and future concerns to strengthen the City's overall financial position. As required by the City Charter, I will request approval from the City Council to reallocate a reserve, as the need arises, for its specified purpose to the appropriate account(s).

The City has strategically established reserves for outstanding liabilities, as recommended by the GFOA (Government Finance Officers Association) and our auditors from RSM US to ensure future financial stability. The bond rating agencies have consistently recognized the City of Danbury for its adherence to strong financial management practices and for maintaining fundamental financial flexibility. They acknowledge that the City will take the necessary action to adequately fund reserves to ensure our sound financial position.

I strongly encourage any member of the City Council to contact me directly with any questions prior to the City Council meeting so I can provide a more detailed explanation. Thank you!



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CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810-7769

DAVID ST. HILAIRE
DIRECTOR OF FINANCE

(203) 797-4652
FAX: (203) 796-1526

MEMORANDUM

TO: Mayor Dean Esposito via the City Council
FROM: David W. St. Hilaire, Director of Finance *DWS*
DATE: December 27, 2021
SUBJECT: June 30, 2021 Year End Re-Appropriations & Budget Amendments

Any funds within the General, Enterprise, and Internal Service Funds encumbered but unspent at the end of the fiscal year must be re-appropriated to the current fiscal year. The City Council is requested to approve the re-appropriations so outstanding purchases can be completed and goods accepted. Based on preliminary financial statements that will be issued to our auditors, I hereby certify the availability of the following to be re-appropriated per the attached listing:

General Fund:	\$ 352,918.33
Water Fund:	\$ 184,422.64
Sewer Fund:	\$ 278,622.70

Any transfer from one department, commission, board, or office to another requires City Council approval. I hereby certify the availability and request approval of the attached budget transfers necessary to close the 2020/2021 fiscal year.

I respectfully request the City Council's approval of the re-appropriations and budget amendments. Please feel free to contact me should you require any additional information.

Attachments
DWS/dg

Open Purchase Orders			
Budget Balances: Year-to-Date		Prior Year Purchase Orders: Include	
Report as of Date: 6/30/2021			
Fund	Department	Account Number	Encumbered Balance
General Fund	Finance	002.1080.5300.2010	53,575.00
General Fund	Finance	002.1080.5300.2090	1,162.00
General Fund	Corporation Counsel	002.1150.5300.2040	29,450.00
General Fund	Corporation Counsel	002.1150.5700.2700	8,798.49
General Fund	Town Clerk	002.1160.5500.2420	2,142.80
General Fund	Planning	002.1220.5300.2010	11,000.00
General Fund	Public Buildings	002.1340.5500.2405	6,377.32
General Fund	City Hall Building	002.1350.5500.2405	22,600.00
General Fund	Library Building	002.1360.5500.2405	7,660.00
General Fund	Old Library Building	002.1390.5500.2405	1,951.56
General Fund	Park Building	002.1391.5500.2405	10,650.00
General Fund	Police Department	002.2000.5600.2575	39,400.90
General Fund	Fire Department	002.2010.5300.2075	19,727.35
General Fund	Fire Department	002.2010.5500.2405	5,250.00
General Fund	Fire Department	002.2010.5700.2740	3,914.51
General Fund	Fire Department	002.2010.5700.2755	4,012.82
General Fund	Fire Department	002.2010.5700.2795	6,723.22
General Fund	Emergency Management	002.2030.5300.2045	5,309.88
General Fund	Director of Public Works	002.3000.5300.2010	2,400.00
General Fund	Public Buildings - Maint & Repair	002.3010.5500.2405	1,672.00
General Fund	Equipment Maintenance	002.3020.5500.2415	14,855.53
General Fund	Recycling/Solid Waste	002.3030.5300.2010	9,201.60
General Fund	Recycling/Solid Waste	002.3030.5300.2040	2,650.00
General Fund	Engineering	002.3040.5300.2010	30,575.00
General Fund	Engineering	002.3040.5500.2431	10,473.00
General Fund	Construction Management	002.3041.5300.2040	6,440.00
General Fund	Health & Human Services	002.4000.5600.2535	2,766.00
General Fund	Veterans Advisory	002.5001.5870.3290	9,929.00
General Fund	Danbury Public Library	002.7000.5700.2700	12,750.35
General Fund	Recreation	002.7002.5300.2010	2,000.00
General Fund	Lake Kenosia Commission	002.7006.5300.2010	7,500.00
General Fund Total			352,918.33
Water Fund	Utility Plant	003.9802.5700.2776	14,988.77
Water Fund	Utility Plant	003.9802.5700.2784	12,486.00
Water Fund	Source of Supply	003.9804.5300.2125	111,583.41
Water Fund	Pumping Operation	003.9805.5500.2455	1,000.00
Water Fund	Water Treatment Operation	003.9806.5300.2195	5,045.00
Water Fund	Water Treatment Operation	003.9806.5600.2575	21,200.00
Water Fund	Transmission & Distribution	003.9807.5500.2465	12,704.25
Water Fund	Transmission & Distribution	003.9807.5700.2750	1,250.00
Water Fund	Water Admin & General Operations	003.9810.5500.4659	4,165.21
Water Fund Total			184,422.64
Sewer Fund	Sewage Treatment	004.9501.5300.2010	232,212.99
Sewer Fund	Sewage Treatment	004.9501.5300.2040	7,614.04
Sewer Fund	Sewage Collection & Maintenance	004.9502.5500.2435	35,295.67
Sewer Fund	Sewage Collection & Maintenance	004.9502.5700.2745	3,500.00
Sewer Fund Total			278,622.70

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City of Danbury
Account Analysis/Budget Transfer Request

Department	Account Number	Account Name	Budget As Amended	Estimated Total for Fiscal Year	Available Balance	Transfer To/(From)
Corporation Counsel	002.1150-5300.2025	Purch Svcs Legal Svcs	457,232	491,395	(34,163)	34,163
Corporation Counsel	002.1150-5300.2040	Purch Svcs Outside Svcs	86,619	115,395	(28,776)	28,776
Conservation Commission	002.1260-5500.2400	Maintenance & Repair Land & Ground	6,526	6,602	(76)	76
Fire Department	002.2010-5030.1000	Overtime Salaries	2,401,347	2,486,398	(85,051)	85,051
Emergency Services Dispatch	002.2015-5300.2011	Purch Svcs Dispatch Center Staff	2,149,032	2,203,361	(54,329)	54,329
Emergency Management	002.2030-7000.0453	Materials	34,003	39,833	(5,830)	5,830
Emergency Management	002.2030-7000.0455	Contractual Work	-	56,325	(56,325)	56,325
Ives Authority Performing Arts	002.7007-5870.3275	Contributions/Grants Ives Authority	15,000	19,939	(4,939)	4,939
Contingency	002.9300-5855	Contingency	333,000	-	333,000	269,489



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CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

SEAN P. HANLEY, SR.
SUPERINTENDENT

Department of Public Buildings
Telephone: (203)797-4584
Facsimile: (203)796-1528

December 22, 2021,

To: The Honorable Dean Esposito, Mayor
Members of the City Council

Subject: Main House, Residential License

Dear Mayor and Members of the City Council:

Attached for your review and approval is the proposed residential license for the Main house at Farrington Park property.

The Main house is a single family dwelling, of approximately 2050 sq. ft. It is the intention to license this facility as a residential according to the terms of the attached agreement.

Please place this on the January agenda for action. Should you have any questions, or require additional information, please do not hesitate to contact me.

Regards,

Sean P. Hanley 
Superintendent, Public Buildings Division

Cc: Antonio Iadarola P.E., Lazlo Pinter, Esq., David St. Hilaire

SPH/cag/publdg/g/mainhouseleaseapproval

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LICENSE AGREEMENT – MAIN HOUSE
Farrington Property

THIS AGREEMENT is made this _____ day of _____, 2022, by and between the CITY OF DANBURY, 155 Deer Hill Avenue, Danbury, Connecticut (hereinafter "CITY") and RAY GUARD of the City of Danbury, County of Fairfield and State of Connecticut, (hereinafter "LICENSEE");

WHEREAS, CITY is owner of a dwelling at 125 Mill Plain Road, known and designated as "Main House" so-called, shown on the sketch attached hereto as Exhibit A, which premises are circled;

WHEREAS, the LICENSEE wishes to occupy said Main House subject to the terms and conditions provided for herein, together with Exhibit B "Addendum to Main House License" attached hereto;

W I T N E S S E T H

THAT CITY hereby grants a license to said LICENSEE to use the existing Main House as above referenced as a personal residence for a period of three (3) years, through December 31, 2024, from the effective date hereof. As consideration for this license, the LICENSEE shall make the following monthly payments to the CITY

1/1/22 – 12/31/22	\$800.00 (plus year 1 CPI)
1/1/23 – 12/31/23	\$800.00 (plus years 1 & 2 CPI)
1/1/24 – 12/31/24	\$800.00 (plus years 1, 2 & 3 CPI)

payable on or before the first of each month of the license period. The LICENSEE shall have a right of first refusal with respect to the license of the ranger cottage, should such a license be offered by the CITY during the 2023 calendar year. Rent is due on or before the first day of each month of the license period.

AND THE CITY covenants with the said LICENSEE that it has good right to grant a license for said premises in the manner aforesaid and that it will suffer and permit said LICENSEE (he keeping all the covenants on his part, as hereinafter contained) to occupy and enjoy said premises during the term aforesaid, without hindrance or molestation from the CITY.

AND THE SAID LICENSEE covenants with the said CITY to use said premises in the manner aforesaid, and to pay the consideration therefor as hereinbefore agreed, that he will commit no waste, nor suffer the same to be committed thereon, nor injure nor misuse the same; and also that he will not assign this license, nor sublicense a part or the whole of said licensed premises, nor make alterations therein, nor use the same for any purpose but that hereinbefore authorized, without written permission from said CITY but will deliver up the same at the expiration or sooner termination of his license in as good condition as they are now in, ordinary wear, fire and other unavoidable casualties excepted.

PROVIDED, HOWEVER, and it is further agreed that if the said monthly payments for said license shall remain unpaid ten (10) days after the same shall become payable as aforesaid, or if the said LICENSEE shall assign this license, or sublicense the whole or any part of said licensed premises, or use the same for any purpose but that hereinbefore authorized, or make any alteration therein without the consent of the CITY in writing, or shall commit waste or suffer the same to be committed on said premises, or injure or misuse the same, then this license shall thereupon, by virtue of this express stipulation expire and terminate, and the CITY may, at any time thereafter, re-enter said premises and resume the use thereof in the manner prescribed by the statute relating to summary process to the extent that said statute is applicable, it being understood that no demand for license payments, and no re-entry for condition broken, as at common law was applicable to leasehold interests, shall be necessary to enable the CITY to resume the use of the premises pursuant to said statute relating to summary process, if applicable, or any other applicable statute, but that all right to any such demand, or any such re-entry is hereby expressly waived by the said LICENSEE.

AND IT IS FURTHER AGREED between the parties hereto, that whenever this license shall terminate either by lapse of time or by virtue of any of the express stipulations herein, the said LICENSEE hereby waives all right to any notice to quit possession, as prescribed by the statute relating to summary process to the extent that said statute may apply to termination of this license.

AND IT IS FURTHER AGREED that in case the said LICENSEE shall, with the written consent of the said CITY endorsed hereon, or on the duplicate hereof, at any time continue to use the said premises beyond the period above specified as the termination of this license, then the said LICENSEE shall continue the use of said premises upon the same terms, and under the same stipulations and agreements as are in this Instrument contained, and no such continued use by said LICENSEE shall operate to renew this license without such written consent of CITY.

AND IT IS FURTHER AGREED between the parties hereto, that the LICENSEE agrees to comply with and to conform to all the laws of the State of Connecticut, and the by-laws, rules and regulations of the City of Danbury within which the premises hereby licensed are situated, relating to health, nuisance, fire, highways and sidewalks, so far as the premises hereby licensed are or may be concerned; and to save the CITY harmless from all fines, penalties and costs for violation of or non-compliance with the same, and that said premises shall be at all times open to the inspection of said CITY and its agents, and for necessary repairs.

AND IT IS FURTHER AGREED that the said LESSEE shall pay for all utilities, i.e. gas, electricity, garbage removal and fuel oil used and consumed on said leased premises during the term aforesaid, in addition to the rent hereinbefore provided for and in accordance with the terms of Item 4 of the Addendum attached hereto.

AND IT IS FURTHER AGREED between the parties to these presents, that in case the building erected on the premises hereby licensed shall be partially damaged by fire or otherwise, the same shall be repaired as speedily as possible at the expense of the said CITY; that in case the damage shall be so extensive as to render the building or premises unusable, the license payments shall cease until such time as the building shall be put in complete repair; but in the case of the total destruction of the premises, by fire or otherwise, the monthly payments shall be paid up to the time of such destruction and then and from thenceforth this license shall cease and come to an end.

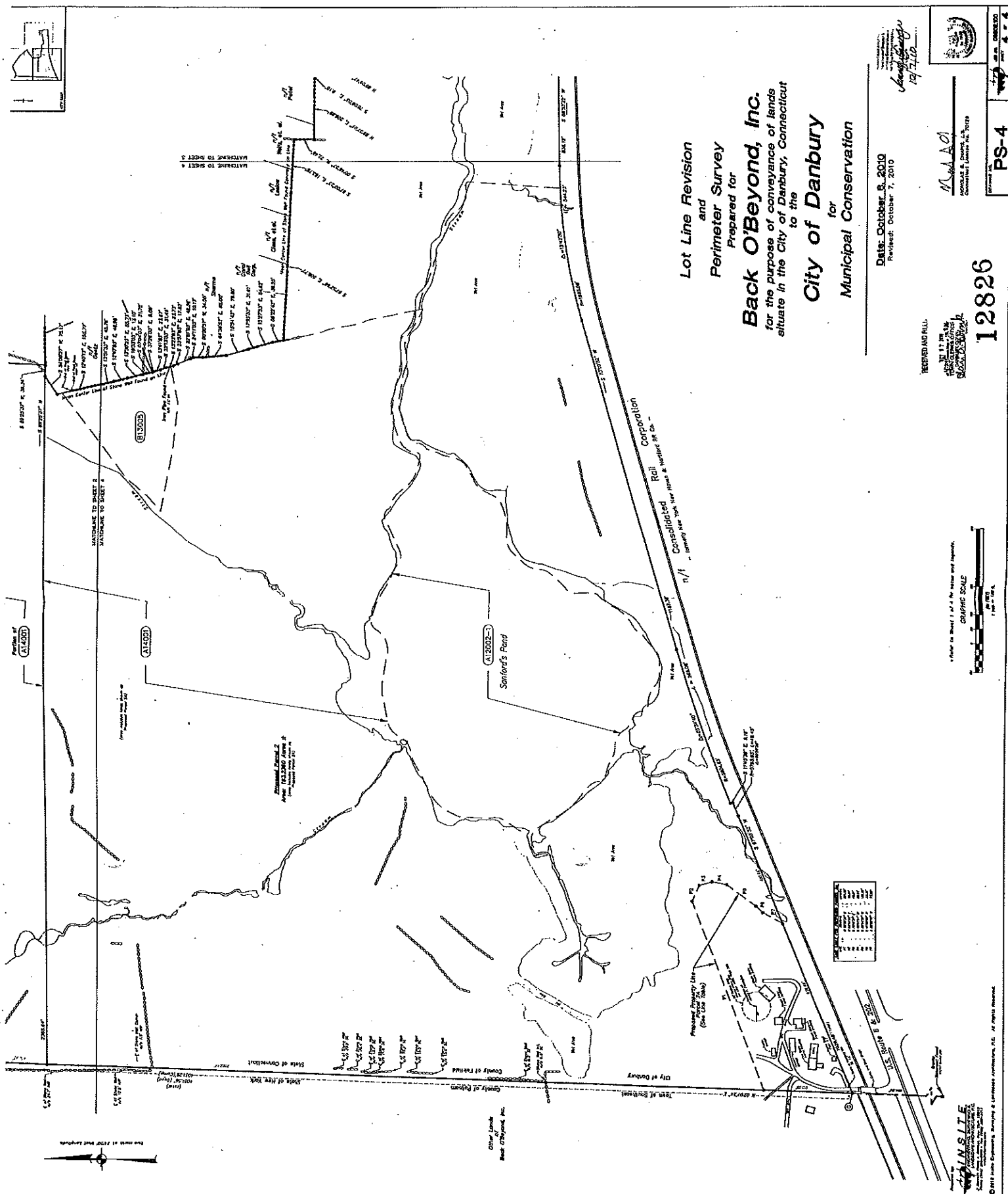
If the whole or any part of the premises shall be acquired or condemned by Eminent Domain for any public or quasi-public use or purpose, then and in that event, the term of this license shall cease and terminate from the date of title vesting in such proceeding and LICENSEE shall have no claim against CITY for the value of any un-expired term of said license.

AND LICENSEE further covenants and agrees that no accumulation of boxes, barrels, packages, waste paper, or other articles shall be permitted in or upon the premises.

AND THE LICENSEE covenants that in the event the CITY is required to employ an attorney in order to enforce a provision of this license, the LICENSEE shall pay a reasonable attorney's fee.

~~~ Signatures on next page ~~~





Lot Line Revision  
and  
Perimeter Survey  
Prepared for  
**Back O'Beyond, Inc.**  
for the purpose of conveyance of lands  
situate in the City of Danbury, Connecticut  
to the  
**City of Danbury**  
for  
**Municipal Conservation**

**Date: October 8, 2010**  
**Revised: October 7, 2010**

RECEIVED AND FULL.

*Slam & Dunk*

12826

**PS-4**

$\frac{1}{2} = \frac{1}{2}$   
 100% = 100%

5-4

**EXHIBIT B - ADDENDUM TO MAIN HOUSE LICENSE**

Between: The City of Danbury, a municipal corporation, CITY, and RAY GUARD, LICENSEE

The provisions of this Addendum are hereby made a part of the basic License to which it is attached in all respects.

1. The LICENSEE hereby agrees to reimburse the CITY herein for all costs and expenses incurred by the CITY either in enforcing the terms of this License, collecting any rent or other charges due herein or obtaining possession of said premises, which sums shall include court costs and reasonable attorney's fees.
2. The LICENSEE herein shall provide, upon execution hereof, evidence of liability insurance in the amount of \$300,000.00. The LICENSEE shall be fully responsible for providing personal insurance for all of LICENSEE'S personal possessions located within the premises.
3. The LICENSEE herein shall deposit with the CITY a sum representing one (1) months' rent as a security deposit, which said sum shall be retained by the CITY in an interest bearing account. Said security deposit plus accrued interest shall be returned to the LICENSEE herein within thirty (30) days of the termination of this License provided the premises are returned to the CITY in the same condition it was let, fair wear and tear excepted, and LICENSEE has fully complied with all of the terms and conditions of this License.
4. If applicable, upon entering into possession, the CITY herein shall provide to the LICENSEE a full tank of fuel oil. At that time, LICENSEE shall pay the CITY the total value for said fuel oil. Upon termination of this License, the tank shall be measured and the CITY shall reimburse the LICENSEE for the value of such oil remaining the tank at the current price provided LICENSEE is not in default under any of the terms of this License. Said payment shall be made within thirty (30) days from the date of termination of said License.
5. It is understood and acknowledged by the LICENSEE herein that the location of these premises within a municipal park may limit to a degree the full, absolute and quiet enjoyment of the premises by the LICENSEE and also imposes certain restrictions on LICENSEE'S full use and enjoyment of the premises, including CITY'S right to inspect the premises upon reasonable notice, all of which were taken into consideration by the LICENSEE upon entering this License. The rental being charged under this License also takes into consideration these factors.

As a result of this situation, therefore, the LICENSEE does hereby specifically agree that:

- (a) As the CITY will maintain the roadways, LICENSEE agrees to ensure that no personal items are left on the grounds that will interfere with this maintenance activity.
- (b) No laundry or other items shall be permitted to be hung outside on clotheslines or in the windows of said premises at any time without the express permission of the CITY.
- (c) No pets will be permitted on the premises when the LICENSEE is not present. The LICENSEE will clean up after his pet and deposit the pet waste in an appropriate container.
- (d) No painting or any modification to the exterior or interior of the premises shall be made by the LICENSEE without the express prior written consent of the CITY. There will be no use of nails or screws to hang items or to affix any items to the walls or woodwork of the premises without the express prior written permission of the CITY.
- (e) There will be no waterbeds permitted on said premises.

5-5  
(f) Report any violations of the rules and regulations to the appropriate enforcement authorities, including police and the Director of the Department of Recreation. Report any building issues to the Public Buildings Division, 203-797-4584.

(g) Call appropriate emergency personnel (fire, ambulance, etc.) as needed to respond to emergency situations.

(h) Maintain the Main House and surrounding grounds in a neat, orderly condition.

6. In addition to the monthly payments for said license agreed upon in this Instrument, LICENSEE agrees, as a part of the consideration of this license to undertake the duties set forth below:

- (a) Distribute trail maps and keep pamphlets in the appropriate sign boxes.
- (b) Check parking lot, morning and evening.
- (c) Check the property daily, weather permitting, by walking the trails and/or boundaries.
- (d) Report any violations of the rules and regulations to the appropriate enforcement authorities, including police and the Director of the Department of Recreation.
- (e) Perform other duties as mutually agreed to from time to time.
- (f) Notify the Director of the Department of Recreation when the LICENSEE is going to be away for a period of time in excess of seven (7) days.

In performing the above duties, the use of firearms or other weapons of any type is expressly prohibited.



**CITY OF DANBURY**  
**155 DEER HILL AVENUE**  
**DANBURY, CONNECTICUT 06810**

David W. St. Hilaire  
Director of Finance

Phone 203-797-4652  
Fax 203-796-1526

**MEMORANDUM**

**TO:** HON. DEAN ESPOSITO VIA THE CITY COUNCIL  
**FROM:** DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DST*  
**DATE:** 12/22/21  
**RE:** RESOLUTION- 2022 OPM JAG VCP FUNDING- POLICE  
DEPARTMENT

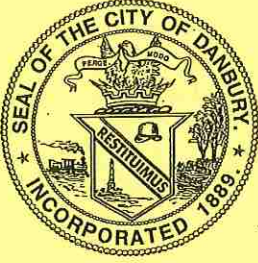
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Attached for your review is a resolution that will allow the City of Danbury Police Department to accept funding from the State of Connecticut Office of Policy and Management through it's' "2022 JAG Local VCP (Violent Crime Prevention) Grant Program"

If awarded, this funding will not exceed \$15,000 and will be used for programs to improve public safety and the prevention of violent crimes. Funds are to be expended between February 1, 2022 through September 30, 2022 and do not require a local match.

The City Council is respectfully requested to consider this resolution at its next meeting.

DST/sk  
Cc: Chief Ridenhour



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_ A.D. 2022

**RESOLVED** BY THE CITY COUNCIL OF THE CITY OF DANBURY

**WHEREAS**, the State of Connecticut, Office of Policy and Management, has made funding available to the City of Danbury Police Department through its 2022 JAG Grant Program; and

**WHEREAS**, this funding, through the Violent Crime Prevention (VCP) program, will be used to assist the police department in preventing violent crime and improving public safety; and

**WHEREAS**, funding requested through this program will not exceed \$15,000 and is to be expended between February 1, 2022 and September 30, 2022 with no local match required.

**NOW, THEREFORE, BE IT RESOLVED THAT** Dean Esposito, Mayor of the City of Danbury, or Patrick Ridenhour, Chief of Police, as his designee, is hereby authorized to apply for and accept said funding and to sign any contracts/documents to effectuate the purposes of said grant, and ratify any prior required actions taken in furtherance thereof.



# CITY OF DANBURY

DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE  
375 MAIN STREET

PATRICK A. RIDENHOUR, CHIEF  
SHAUN J. MCCOLGAN, DEPUTY CHIEF  
(203) 797-4614

December 20, 2021

## MEMORANDUM

To: Sue Kaminski – Finance Department  
From: Patrick A. Ridenhour, Chief of Police  
Subject: **2022 JAG Local VCP Grant Program**

This Department requests that the City Council act on and approve the Danbury Police Department's application for the 2022 JAG Local Assistance VCP Grant Program which totals \$15,000.00 to be used for a variety of programs for the prevention of violent crime and improving public safety. There is no local match required to accept this funding.

Patrick A. Ridenhour  
Chief of Police

PAR:mrl

Cc: Sgt. Antonelli – Community Services Division



RECYCLED  
PAPER





STATE OF CONNECTICUT  
Office of Policy and Management

**2022 JAG Local VCP Grant Program  
Violent Crime Prevention (VCP)  
Solicitation**

(Distribution of JAG Local FY 2017, 2018 & 2019 Federal Grant Funds)

**Grant Application Rules and  
Requirements**

**Applications are due to OPM by: December 30, 2021**

**Grant Period: February 1, 2022 - September 30, 2022**

**OPM CONTACT**

For all questions, please contact: [Nichole.Howe@ct.gov](mailto:Nichole.Howe@ct.gov) 860-418-6443

**Notice to Applicants and Grant Recipients:** There is no commitment on the part of the State Office of Policy and Management (OPM) to provide continuation and/or supplemental funding. Initial project funding does not obligate OPM to continue financial support for a project beyond the expiration date of an approved grant award.

**2022 JAG Local VCP Grant Program**  
**Violent Crime Prevention (VCP)**  
(Distribution of JAG Local FY 2017, 2018 & 2019 Federal Grant Funds)

**Grant Application Rules and Requirements**

The ***State of Connecticut Office of Policy and Management (OPM)*** is providing grants to assist local police departments with violent crime prevention and public safety improvements. The grant is funded by the federal Justice Assistance Formula Grant (JAG) program.

- ❖ This is a “one-time” grant.
- ❖ No future “continuation” or “supplemental” funds are available.
- ❖ Primary purpose of this grant is to assist local governments with preventing violent crime and improving public safety.

**Purpose Areas:** The **2022 JAG Local VCP** grant must address one or more of the following purpose areas:

- ❖ Reduce and prevent violent crime and gun violence
- ❖ Reduce and prevent gang/group violence
- ❖ Support and expand community policing strategies
- ❖ Improve police response to domestic violence and sexual assault crime
- ❖ Improve police response to mentally ill offenders

**Eligibility:** The **2022 JAG Local VCP** Grant is available to ninety-one local governments with “organized police departments”.

**Grant Allocation:** Funds are allocated to municipalities based on violent crime rate (VCR). (Please refer to the **2022 JAG Local VCP ALLOCATION Chart**.)

**Match Requirement:** There is NO match requirement for the JAG VCP grant.

**Use of Funds:**

Police departments must submit a “Narrative” description of the proposed use of funds as well as a “Budget”. **2022 JAG Local VCP** funds may be used for the following types of goods, services and activities which must be described and detailed in the “Narrative” and “Budget”.

- Police training curriculum and officer training time
- Community policing events, training and technical assistance
- Body-worn cameras and cruiser camera systems
- Cruiser equipment, mobile data terminal, license plate reader and other cruiser equipment
- Communication and dispatch technology
- Information technology, computers and peripheral equipment
- Police over-time for “special” operation, task force or multi-jurisdictional investigation
- Police protective gear and officer equipment
- Technology and equipment for tactical response, surveillance and investigation

## Personnel Requirements:

**2022 JAG Local VCP Grant** funds may be used for the following types of police personnel costs:

- Police Over-time (OT) to conduct a specialized initiative, operation or investigation focused on gun violence, gang/group violence, drug crime and other violent crime including domestic violence and sexual assault.
- Police Over-time (OT) to develop, implement or expand community policing strategies.
- Police Over-time (OT) to attend in-state training events focused on violent crime.
- Police Over-time (OT) to develop community engagement or community policing strategies and conduct police training to ensure effective implementation of community policing strategies.

**Note:** JAG VCP funds may support OT for “back-fill” officer(s) or OT for officer(s) to implement grant funded activities but **not** both.

**Note:** JAG VCP funds may **not** be used for routine OT which is otherwise supported with local funds. JAG funds may be used for “special” OT to support violent crime initiatives which are “above and beyond” a police department’s regular law enforcement operations.

**Note:** JAG VCP funds may **not** be used for personnel to administer the grant.

## Contractor or Consultant Requirements:

JAG VCP funds may support the following types of contractor or consultant services:

- Police Officer Trainers for In-State Training (includes training materials and training facilities).
- Technical assistance or consultant services to develop or revise police policies, procedures and protocol.
- Technical assistance or consultant services to develop, implement or expand community policing strategies.
- Information technology consultant services to develop or revise police department records systems, information management systems or communication systems.

**Note:** JAG VCP funds **cannot** be used for contracts or consultant services which extend beyond the grant period.

**Note:** Consultant rates cannot not exceed **\$650 per 8 - hour day (\$81.25 per hour)**. An 8-hour day may include preparation, evaluation, and travel time in addition to the time required for actual performance. Please note, however, that this does not mean that the rate can or should be \$650 for all consultants. Trainers and Technical Assistant Providers are considered to be “Consultants”.

## Equipment Requirements:

**2022 JAG Local VCP Grant** funds may be used for specific types of law enforcement equipment. Please refer to the "**JAG VCP Eligible Expenses**" sheet for a detailed list of eligible equipment. JAG funds may be used to fund a portion of a large purchase (such as a police cruiser). The grant "Budget" should include only the portion of costs to be charged to the JAG grant.

## Bulletproof Vest Requirements:

**JAG VCP funds may be used to purchase bulletproof or stab proof vests for police officers.** Vests purchased with JAG funds may be purchased at any threat level, make, or model from any distributor or manufacturer, as long as the vests have been tested and found to comply with the latest applicable National Institute of Justice (NIJ) ballistic or stab standards. In addition, vests purchased must be American-made. Information on the latest NIJ standards can be found at: <https://nij.ojp.gov/topics/equipment-and-technology/body-armor>.

JAG VCP funds may be used to purchase bullet proof vests for a police department, but funds may **not** be used as "matching funds" for vests purchased under the DOJ Bulletproof Vest (BVP) Partnership Program. As is the case in the federal BVP program, grantees who wish to purchase vests with JAG funds **must certify** that law enforcement agencies receiving vests have a written "mandatory wear" policy in effect. FAQs related to the mandatory wear policy and certifications can be found at BVP Mandatory Wear FAQs (ojp.gov). This policy **must be in place** for at least all uniformed officers before funds can be used by the agency for vests. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. The federal agency strongly encourages police agencies to consult the International Association of Chiefs of Police's Model Policy on Body Armor and to strongly consider all recommendations within that policy.

The "Body Armor Mandatory Wear Policy Certification" form must be signed and submitted with the JAG VCP application if the police department's proposal includes purchase of vests. A mandatory wear concept and issues paper and a model policy are available by contacting the BVP Customer Support Center [atvests@usdoj.gov](mailto:atvests@usdoj.gov) or toll free at 1-877-758-3787

## Prohibited Uses:

JAG funds **cannot** be used directly or indirectly for security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety.

Additionally, JAG VCP funds **cannot** be used for the following goods, services or activities:

- Unmanned aerial vehicles/unmanned aircraft, aircraft system, or aerial vehicles (UA/UAS/UAV) – without specific DOJ certification.
- Luxury items
- Real estate
- Construction projects
- Building renovation or re-modeling
- Furniture, tables, chairs and office supplies
- Uniforms
- All-terrain vehicles, helicopters, personal watercraft and Segways
- Confidential “buy money”
- Travel
- Out-of-state training
- Gun buy-back
- Social events
- Trinkets and give-aways
- Food and beverage
- Administrative expenses

**Note:** Funds **may** be used for police cruisers and “marked” marine patrol vessel.

**Appendix A** contains the current DOJ controlling guidance for the “Prohibited Expenditure List” and the “Controlled Expenditure List” for award conditions for Edward Byrne Memorial Justice Assistance Grants (JAG) awards made during or after (federal) Fiscal Year 2015.

## Federal Administrative Requirements:

The U.S Department of Justice (DOJ) requires all JAG grant recipients to adhere to a substantial number of regulations and procedures which are fully described in the grant award documents. All police departments should assume full responsibility for these administrative requirements including: timely data collection, documentation of expenditures, fiscal reporting and records management.

- Municipalities must have a DUNS number and current federal SAM registration.

## Grant Expenditure Period:

Grant funds must be obligated by the end of the grant period: **September 30, 2022**. The grant period “end-date” is clearly stated on the official OPM grant award document.

- Personnel over-time must be worked prior to the grant period end date.
- Purchase orders and contracts must be signed and funds committed prior to the grant period end date.

**VERY IMPORTANT:** Purchases, contracts and over-time expenditures incurred PRIOR to the grant period “start” date are ineligible for grant reimbursement. The “start” date shall be clearly stated on the grant award documents.

### Reporting Requirements:

Police Departments are required to submit Quarterly Financial reports, Quarterly Progress Reports and other reports in accordance with a reporting schedule and the conditions of the grant award. Additional reports may be necessary to meet requirements imposed by the federal agency (USDOJ) or OPM.

OPM Quarterly Reporting Requirements are as follows:

- Quarterly Progress Report due within 15 days of the end of each quarter
- Quarterly Financial Report due within 15 days of the end of each quarter
- Personnel Time, Activity Reports, Invoices, Training Agenda and Material due within 15 days of the end of each quarter

| Quarter End        | Reports Due      |
|--------------------|------------------|
| March 31, 2022     | April 15, 2022   |
| June 30, 2022      | July 15, 2022    |
| September 30, 2022 | October 15, 2022 |

Final Progress Report and Final Financial Report are due at grant closeout.

INCOMPLETE OR DELINQUENT REPORTS WILL IMPEDE THE FLOW OF GRANT FUNDS. OPM RESERVES THE RIGHT TO WITHHOLD PAYMENTS UNTIL COMPLETE AND TIMELY REPORTS ARE RECEIVED.

### Federal Prohibition Against Supplanting of Funds

Grant funds cannot be used to replace state or local funds that are otherwise available for the proposed project/program/activity/service/expenditure. Grant funds must be used to support or enhance an existing project/program/activity/service/expenditure or create a new service or project.

**Future Funding:** There is no commitment of future continuation funds or supplemental funds. Initial project funding does not obligate OPM to continue its support of the project beyond the expiration date of this grant.

**No Extensions/Unexpended Funds Returned:** There will be no extensions granted for the 2022 JAG Local VCP Grant Program. All unexpended funds must be returned to OPM.

**Source of Federal Funds:** *Grants are funded by the State’s federal Justice Assistance Formula (JAG) grant (FFY 2017, 2018 & 2019) CFDA#16.738.*







**CITY OF DANBURY**  
**DANBURY, CONNECTICUT 06810**

**DEPARTMENT OF POLICE**  
**375 MAIN STREET**

**PATRICK A. RIDENHOUR, CHIEF**  
**SHAUN J. McCOLGAN, DEPUTY CHIEF**  
**(203) 797-4614**

December 27, 2021

**MEMORANDUM**

**To:** Mayor Dean Esposito  
Members of the City Council

**From:** Patrick A. Ridenhour, Chief of Police

**Subject:** **Request to Enter MOU with DCF**

I am submitting for your review and approval a Memorandum of Understanding (MOU) between the State Department of Children and Families (DCF) and the Danbury Police Department. The MOU is for DCF's use of space in our Special Victims Unit (SVU). The City of Danbury's Corporation Counsel has already reviewed the document. There is no cost to either party associated with this MOU.

Thank you in advance for your consideration.

Sincerely,

*Patrick Ridenhour*

Chief of Police

PAR:  
Attach

Cc: Les Pinter – Corporation Counsel



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_A.D. 2022

**RESOLVED** BY THE CITY COUNCIL OF THE CITY OF DANBURY

**WHEREAS**, the State Department of Children and Families ("DCF") have asked to use workspace in the Special Victims Unit ("SVU") in the Danbury Police Department; and

**WHEREAS**, this arrangement will improve the lines of communication between DCF and SVU; and

**WHEREAS**, there are no costs involved in this arrangement; and

**WHEREAS**, it is the best interests of the City of Danbury and its Police Department to establish this use and maintain a relationship with DCF in this fashion.

**NOW, THEREFORE BE IT RESOLVED THAT** Mayor Dean Esposito, or his designee, Danbury Police Chief Patrick Ridenhour be and hereby is authorized to execute a Memorandum of Understanding between DCF and the City of Danbury Police Department for the purposes herein listed and such related purposes as may be necessary for the furtherance thereof.

Contract #: 22DCF3027  
Term: execution – open-ended  
Contract Amount: no cost

**MEMORANDUM OF  
UNDERSTANDING BETWEEN  
CONNECTICUT DEPARTMENT OF CHILDREN AND FAMILIES  
AND  
DANBURY POLICE DEPARTMENT**

This Agreement is entered into by and between the State of Connecticut, Department of Children and Families (hereinafter "DCF"), and the Town of Danbury, Police Department Special Victims Unit (hereinafter "Danbury PD").

**WHEREAS**, DCF as part of its organizational strategy wishes to partner with communities; and

**WHEREAS**, Danbury PD has interest in having a DCF Intake Social Worker out posted at their Special Victims Unit; and

**WHEREAS**, DCF and Danbury PD strive to increase communication and collaboration with a goal of ensuring justice and prosecution for children who are deemed abused and/or severely neglected as defined by CT General Statutes (CGS); and

**WHEREAS**, DCF and Danbury PD wish to maximize on the benefits of this cooperative relationship to help reduce trauma to children during times of crisis and streamline the forensic interview process and minimize child (ren) interviews and case participants;

**NOW, THEREFORE**, the parties hereto agree as follows:

**I. Purpose**

The purpose of this Agreement is to detail the requirements of the DCF Intake Social Worker out posted at the Danbury Police Department, Special Victims Unit.

**II. Term of Agreement**

This Agreement will begin upon execution and will continue unless otherwise amended, suspended or terminated in accordance with the terms detailed in Section III of this Agreement. This Agreement may be modified or amended by mutual written agreement of both parties at any time.

**III. Termination**

Either party, through written notice, may cancel this Agreement. Such notice must be received no later than thirty (30) days prior to the anticipated termination date.

Either party may terminate this agreement, without notice, if in the opinion of its Commissioner and or Chief of Police, the health, welfare or safety of the public, staff, or clients is in jeopardy.

**IV. DCF Responsibilities**

DCF agrees to assign one (1) Intake Social Worker at Danbury PD located at 375 Main Street, Danbury, CT 06810 at least two (2) days per week

**V. Danbury PD Responsibilities:**

Danbury PD agree to provide a workspace for assigned DCF Intake Social Worker  
Danbury PD agree to allow DCF IT staff connectivity for computer access.

**VI. DCF Intake Social Worker will:**

- Serve as a liaison between DCF and the Danbury PD; assist DCF staff and Danbury PD with information sharing between both agencies, as permitted by CGS 17a-28;
- Attend community meetings, including but not limited to Juvenile Review Board and Community collaborative;
- Collaborate and work within the Youth Division as well as with the Gang and Drug Units on cases that are in common;
- Provide information and answer questions regarding Abuse/Neglect;
- Work with School Resource and Youth Officers;
- Work with any walk-in families needing to talk about DCF;
- Be available to consult on cases identified as Domestic Minor Sex Trafficking (DMST);
- Be available to coordinate co-investigations between the assigned Detective and assigned social worker in the DCF office
- Provide Mandated Reporter Training to the Police through collaboration with the Police Training Academy as well as engage in cross training opportunities

For the Connecticut Department of Children and Families:

\_\_\_\_\_  
Jodi Hill-Lilly  
Deputy Commissioner

\_\_\_\_\_  
Date

For the Town of Danbury Police Department:

\_\_\_\_\_  
Patrick Ridenhour, Chief of Police

\_\_\_\_\_  
Date



**CITY OF DANBURY**  
**OFFICE OF THE CORPORATION COUNSEL**

155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
(203) 797-4518 FAX (203) 796-8043

December 23, 2021

Hon. Mayor Dean Esposito  
Hon. Members of the City Council  
155 Deer Hill Avenue  
Danbury, CT 06810

Re: Acquisition of Property: White Street Intersection Improvement Project

Dear Mayor and Council:

The attached resolution proposes to renew the Council's previous approval of the acquisition of certain properties by this office in order to facilitate the above project. By state law, your authorization must be re-approved after the expiration of six months, where acquisition has not been completed.

We have been able to successfully negotiate with several property owners, but will need additional time to finish the process of negotiation and/or acquisition by condemnation of just two (2) more properties. Thank you for your consideration in adopting the proposed Resolution. Please do not hesitate to contact our office should you have any questions.

Very truly yours,

Laszlo L. Pinter  
Managing Attorney and  
Deputy Corporation Counsel

Encas  
Attachment

Robert J. Yamin  
Corporation Counsel  
Corporation Counsel  
[r.yamin@danbury-ct.gov](mailto:r.yamin@danbury-ct.gov)

Laszlo L. Pinter  
Managing Attorney and  
Deputy Corporation Counsel  
[l.pinter@danbury-ct.gov](mailto:l.pinter@danbury-ct.gov)

Robin L. Edwards  
Assistant Corporation Counsel  
[r.edwards@danbury-ct.gov](mailto:r.edwards@danbury-ct.gov)

Dianne E. Rosemark  
Assistant Corporation Counsel  
[d.rosemark@danbury-ct.gov](mailto:d.rosemark@danbury-ct.gov)





# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

A.D. 2022

**RESOLVED** BY THE CITY COUNCIL OF THE CITY OF DANBURY

**WHEREAS**, the Danbury City Council previously authorized the city's application to the State of Connecticut for Local Transportation Capital Improvement funds for the purpose of making safety and traffic flow improvements along the White Street corridor; and

**WHEREAS**, said application has been approved by the State of Connecticut; and

**WHEREAS**, said approval included a commitment to fund eligible project costs in the amount of Two Million Six Hundred and Fifty Thousand Dollars \$2,650,000; and

**WHEREAS**, said approval requires that the city execute and deliver a Project Authorization Letter and other related documents when said documents are submitted to the city by the State Department of Transportation; and

**WHEREAS**, design work has now established that the project elements will include vehicular and pedestrian safety improvements along the White Street Corridor, including upgraded landscaping within the northeasterly quadrant of the White Street - Locust Avenue - Wildman Street intersection, roadway widening of White Street from Meadow Street to Eighth Avenue, dedicated turning lanes on Locust Avenue and Wildman Street as well as other improvements ranging from enhancement of corner turning radii to pedestrian amenities; and

**WHEREAS**, in order to accomplish the full scope of this project, the city must acquire various property rights, including a minor property acquisition as well as the acquisition of certain easements; and

**WHEREAS**, it is in the best interest of the city to acquire said rights and proceed with the required work.

**NOW, THEREFORE, BE IT RESOLVED THAT** Mayor Dean Esposito be and hereby is authorized to execute the Project Authorization Letter and other related documents when said documents are submitted to the city by the State Department of Transportation; and

**BE IT FURTHER RESOLVED THAT** the city, through the Office of the Corporation Counsel, be and hereby is authorized to acquire the property interests set forth in the attached description of property rights to be acquired, in accordance with procedures established by state law, either by negotiation or eminent domain through the institution of suit against the interested property owners and holders of mortgages encumbering the property, if any, by July 1, 2022.

### Defined Easement for Sidewalks, and Utilities

A certain piece or parcel of land situated in State of Connecticut, County of Fairfield and City of Danbury being depicted as "Limit of Defined Easement for Sidewalks, and Utilities" on a map entitled: "Right of Way Survey City of Danbury Map Showing Easement Acquired from 233 White Street, LLC 233 White Street by the City of Danbury White Street and Locust Avenue Intersection Improvements" by SLR International, Scale: 1"=20', Dated: March 2021, Revised 7/28/21, and being more particularly bounded and described as follows:

Beginning at a point which marks the intersection of the approximate northerly line of White Street and the approximate easterly line of Locust Avenue, thence running northwesterly along the said line of Locust Avenue, a distance of 12 feet more or less, to a point;

thence turning and running easterly, a distance of 233 feet, more or less through land now or formerly of 233 White Street, LLC to a point, said point marking the approximate southeasterly corner of land of said 233 White Street, LLC, said point also being located on the approximate northerly line of White Street;

thence turning and running westerly along said line of White Street, a distance of 227 feet more or less to the place and point of beginning.

The above described Defined Easement for Sidewalks and Utilities contains 1,116 square feet more or less.

### Additional Rights

1. The right, privilege, authority and easement to relocate and reconstruct existing driveway.
2. The right, privilege, authority and easement to grade specified areas.

The foregoing rights are more particularly shown and described on the map entitled: "Right of Way Survey City of Danbury Map Showing Easement Acquired from 233 White Street, LLC 233 White Street by the City of Danbury White Street and Locust Avenue Intersection Improvements" by SLR International, Scale: 1"=20', Dated: March 2021, Revised 7/28/21.

Defined Easement for Sidewalks, Miscellaneous Traffic Control Devices and Utility Purposes

A certain piece or parcel of land situated in State of Connecticut, County of Fairfield and City of Danbury being depicted as "Limit of Defined Easement for Sidewalks, Miscellaneous Traffic Control Devices, and Utilities Acquired Area = 540+- Sq. Ft." on a map entitled: "Right of Way Survey City of Danbury Map Showing Easements Acquired From EXPCT, LLC 225 White Street by the City of Danbury White Street and Locust Avenue Intersection Improvements" by SLR International Corporation, Scale: 1"=20', Dated: July 2021, Revised 07/28/21, and being more particularly bounded and described as follows:

Beginning at a point which marks the intersection of the approximate northerly line of White Street and the approximate easterly line of Ninth Avenue, thence running northwesterly along the said line of Ninth Avenue, a distance of 5 feet more or less, to a point;

thence turning and running easterly, a distance of 128 feet more or less, through land now or formerly of EXPCT, LLC, to a point, said point being located on the approximate westerly line of Locust Avenue;

thence turning and running in a southwesterly direction along said line of Locust Avenue, a distance of 8 feet more or less to a point, said point being located on the approximate northerly line of White Street;

thence turning and running westerly along said line of White Street, a distance of 119 feet more or less to the place and point of beginning.

The above described Defined Easement for Sidewalks, Miscellaneous Traffic Control Devices and Utilities contains 540 square feet, more or less.

Easement to Install and Maintain Traffic Signalization Devices and Appurtenances

A certain piece or parcel of land situated in State of Connecticut, County of Fairfield and City of Danbury being depicted as "Easement to Install and Maintain Traffic Signalization Devices and Appurtenances Thereto Acquired Area = 185+- Sq. Ft." on a map entitled: "Right of Way Survey City of Danbury Map Showing Easements Acquired From EXPCT, LLC 225 White Street by the City of Danbury White Street and Locust Avenue Intersection Improvements" by SLR International Corporation, Scale: 1"=20', Dated: July 2021, Revised 07/28/21, and being more particularly bounded and described as follows:

Beginning at a point located on the approximate westerly line of Locust Avenue, said point being located 8 feet more or less northeasterly of the intersection of the approximate northerly line of White Street and the approximate westerly line of Locust Avenue;

thence proceeding westerly, a distance of 6 feet more or less to a point; thence turning and running northeasterly a distance of 41 feet more or less to a point, said point being located on the westerly line of Locust Avenue -- the last two courses being through land now or formerly of EXPCT, LLC;

thence turning and running southwesterly a distance of 28 feet more or less; thence tuning and running southwesterly, a distance of 11 feet more or less, all along the approximate westerly line of Locust Avenue to a point, which marks the place and point of beginning.

The above described Defined Traffic Easement For Miscellaneous Traffic Control Devices contains 185 square feet, more or less.

#### Additional Rights

1. The right, privilege, authority and easement to regrade and reconstruct existing driveway.
2. The right, privilege, authority and easement to grade specified areas.
3. The right, privilege, authority and easement to remove an existing business sign, to be replaced by the Grantor.
4. The right, privilege, authority and easement to reset an existing catch-basin.

The foregoing rights are more particularly shown and described on the map entitled: "Right of Way Survey City of Danbury Map Showing Easements Acquired From EXPCT, LLC 225 White Street by the City of Danbury White Street and Locust Avenue Intersection Improvements" by SLR International Corporation, Scale: 1"=20', Dated: July 2021, Revised 07/28/21.





9

**CITY OF DANBURY**  
**155 DEER HILL AVENUE**  
**DANBURY, CONNECTICUT 06810**

**DAVID W. ST. HILAIRE**  
**DIRECTOR FINANCE**

**(203) 797-4652**  
**FAX: (203) 796-1526**

**MEMORANDUM**

**DATE:** 12/16/21  
**TO:** HON. DEAN ESPOSITO VIA THE CITY COUNCIL  
**FROM:** DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *gh*  
**RE:** **RESOLUTION – FEMA ASSISTANCE TO FIREFIGHTERS GRANT**

---

Attached for your review is a resolution that will allow the City of Danbury Fire Department to apply for and accept funding from the Federal Emergency Management Agency (FEMA) through its 'FY 2021 Assistance to Firefighters' grant program.

If awarded, the Fire Department will use this funding to support equipment purchases and a wellness and fitness program for staff.

This funding request will not exceed \$143,100. FEMA's share of this request is 90%, or \$128,790, with a City share of 10%, or \$14,310. Dependent upon the award date, these funds will be available in the current or future operating budget.

The City Council is respectfully requested to consider this resolution at its next meeting.

Attach.

DST/sk  
Cc: Chief Thode



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_ A.D. 2022

**RESOLVED** BY THE CITY COUNCIL OF THE CITY OF DANBURY

**WHEREAS**, the Federal Emergency Management Agency (FEMA) provides funding opportunities through the "Assistance to Firefighters Grants" program; and

**WHEREAS**, the Danbury Fire Department intends to submit an application for FY 2020 funding to purchase equipment for department emergency personal; and

**WHEREAS**, this request, is intended to be in an amount not to exceed \$143,100, with FEMA covering 90%, and the City's responsibility is 10%, or a maximum of \$14,310; and

**WHEREAS**, if awarded, the City's portion will be funded through the Fire Department operating budget at the time of the award.

**NOW THEREFORE BE IT RESOLVED THAT** Dean Esposito, Mayor of the City of Danbury, or Richard E. Thode, Fire Chief, as his designee, is authorized to apply for and accept this funding from FEMA and to do all things necessary to effectuate the purposes thereof, and ratify any prior required actions taken in furtherance hereof.

RECEIVED  
FINANCE DEPT.  
NOV 29 2021



**CITY OF DANBURY**  
**FIRE DEPARTMENT**  
**19 NEW STREET**  
**DANBURY, CONNECTICUT 06810**

**Richard E. Thode**  
**Fire Chief**

**Phone 203-796-1555**  
**Fax 203-796-1552**

DATE: November 29, 2021

TO: David St. Hilaire, Finance Director

FROM: Richard E. Thode, Fire Chief

RE: Grant application permission

CC: Sue Kaminski, Finance Dept.

David,


The Danbury Fire Department would like to apply for a Federal "Assistance for Firefighters Grant." The purpose of our grant request is for equipment and a wellness and fitness program.

Our grant request will not exceed \$143,100 and therefore, if awarded, the Federal share of the grant would be approximately \$128,790 and the City share will not exceed \$14,310. The local match will be available in our operating budget.

I am requesting the approval of the City Council to accept these funds, if awarded, for the Danbury Fire Department.

If additional information is needed, please contact me.

Respectfully yours,

  
Richard E. Thode  
Fire Chief

## The Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO)

### Fiscal Year 2021 Assistance to Firefighters Grant (AFG) Program

**NOTE:** If you are going to apply for this funding opportunity and have not obtained an Employer Identification Number (EIN), a Data Universal Numbering System (DUNS) number, are not currently registered in the System for Award Management (SAM), or your SAM registration is not active, please take immediate action to obtain an EIN and DUNS Number, if applicable, and then register immediately in SAM or, if applicable, renew your SAM registration. It may take four weeks or more after you submit your SAM registration before your registration is active in SAM. Information on obtaining a DUNS number and registering in SAM is available from Grants.gov at: <http://www.grants.gov/web/grants/register.html>. Detailed information regarding DUNS, EIN, and SAM is also provided in Section D of this NOFO under the subsection titled “How to Register to Apply.” Detailed information regarding the time required for each registration is also provided in Section D of this NOFO under the subsection titled “Other Key Dates.”

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# CITY OF DANBURY

DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE  
375 MAIN STREET  
(203) 797-4614

PATRICK A. RIDENHOUR, CHIEF  
SHAUN J. MCCOLGAN, DEPUTY CHIEF

December 23, 2021

## MEMORANDUM

To: Mayor Dean E. Esposito  
Members of the City Council

From: Patrick A. Ridenhour, Chief of Police

Subject: **Police Department Monthly Report  
December 2021**

I submit this report of the activities of the Danbury Police Department for the month of December.

### Personnel

Department Strength:

**Sworn Personnel** 142

|                         |   |
|-------------------------|---|
| Extended Military Leave | 1 |
| Injury/Extended Leave   | 4 |
| Field Training Program  | 4 |

**Effective strength (as of 12-22-21)** 133

- Four recruits that are currently in Field Training are progressing satisfactorily. We hope to have them in full-duty status by February.
- We mourn the following losses to our Department:
  - **Sergeant David Cooney**, who passed away on November 28, 2021 after a long illness
  - **Officer Andrew Katkocin** who passed away unexpectedly on December 5, 2021

### Significant Projects:

- **Body Cameras:** Program continues to run satisfactorily at this time

**Community Services** (See attached)

**Training**

12/6-8 Advanced Hostage/Crisis Negotiation – P.O. Meade  
12/1-2 Covert Online Investigations – Det. Reo & Anderson  
12/14-16 Police Involved Deadly Shooting/Use of Force – Lts. Georgoulis & Mable  
12/17 CIT Department Coordinator Training – P.O. Elste  
Various Dates Essential Skills Training – All Sworn Personnel

**Chief's Significant Meetings**

11/27 Retirement Party – Chief Connor (WCSU)  
11/29 Sun Community Emergency Management  
11/30 Pre-Negotiations Conference  
11/30 Inauguration Ceremonies  
12/2 Union Contract Negotiations  
12/5 Wake – Sgt. Cooney  
12/6 Funeral – Sgt. Cooney  
12/7 Pearl Harbor Memorial Ceremony  
12/7 City Council Meeting  
12/8 CPCA Board Meeting  
12/9 Promotional Swearing In  
12/10 NOBLE Meeting  
12/10 GDCC Annual Leaders Luncheon  
12/12 Wake – P.O. Katkocin  
12/13 Funeral – P.O. Katkocin  
12/13 Chaplain Program – Meet & Greet  
12/15 Civil Service Commission Meeting  
12/15 Fairfield County Chiefs of Police Meeting  
12/16 CPCA Fall Expo – Bristol  
12/18 Union Children's Christmas Party  
12/20 Housing Authority Meeting  
12/20 Certified Police Officer Interviews  
12/22 DPD Staff Meeting  
12/23 POST Academy Graduation

**E-Commerce Trading Location – no issues reported this month**

Respectfully submitted,

Patrick A. Ridenhour  
Chief of Police  
PAR:mrl



**CITY OF DANBURY**  
DANBURY, CONNECTICUT 06810

Patrick A. Ridenhour, Chief  
Department of Police  
375 Main Street

Lt. Vincent P. Daniello  
Community Services Division  
(203) 797-4577

To: Patrick A. Ridenhour – Chief of Police

From: Vincent P. Daniello – Lieutenant

Re: Community Services Division - Activity Reports & Staffing Levels  
November 15 – December 15, 2021

Date: December 23, 2021

**Community Conditions Unit:**

(Sgt. Antonelli, Officers S. Cameron, M. Morrill)  
(-2 Officers)

-See attached report – *Sensitive Information* -

**Community Affairs Unit:** No officer assigned

(-1 Officer)

-No report attached

**GTF/UNIT:**

(P.O. K. Utter)

See attached report – *Sensitive Information*

**City Center Liaison:** No officer assigned

(-1 Officer)

-No report attached

**Police Activities League:**

(No police personnel assigned)

-No Report

**School Based Officers:**

(P.O. S. O'Brien, P.O. M. Martinez, P.O. B. Hayes, P.O. R. Morlock,  
P.O. M. Iaquinto)

**\*\*\*Current Staffing Levels\*\*\***

1 Lieutenant  
1 Sergeant  
8 Patrol Officers (-4)



# CITY OF DANBURY

DANBURY, CONNECTICUT 06810

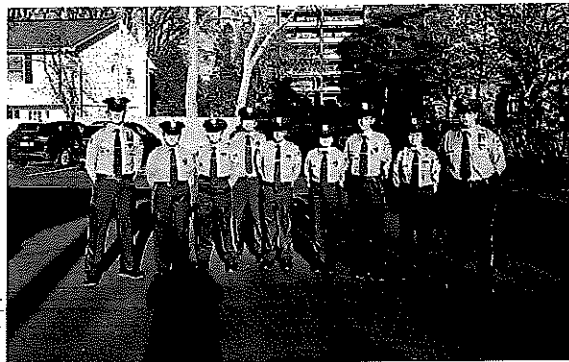
Department of Police  
375 Main Street

Date: December 21, 2021

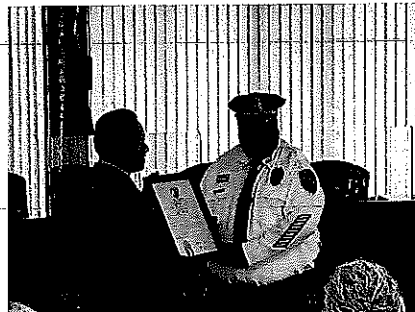
## MEMORANDUM

To: Chief Patrick Ridenhour  
From: P.O. Melissa Morrill #582  
Subject: **Police Cadet Monthly Activity Report – November 2021**

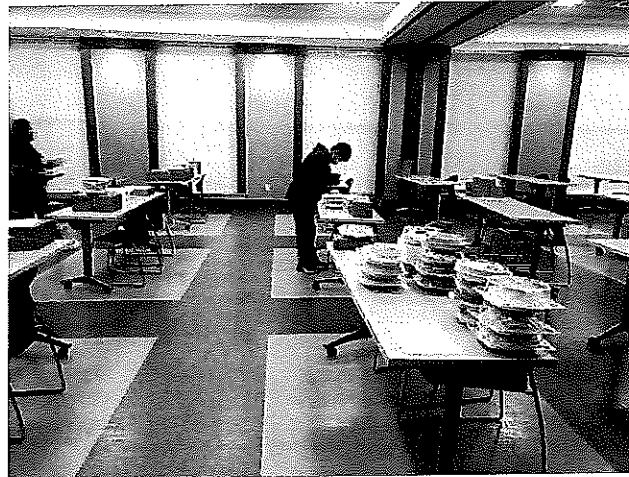
First and foremost, the Danbury Police Cadet Program would like to extend our condolences to the families of the two Danbury Officers that passed on November 28th and on December 5th. Both Sergeant David Cooney and Officer Andrew Katkocin were veterans of the department and will be sorely missed by both the department and the community. In response, the Cadet Program attended the wake for Sergeant Cooney and for Officer Katkocin.



As a post, we celebrated the retirement of Lieutenant Matthew McNally from the Danbury Police Department as he moves onto his role as Chief of the Berlin Police Department. The Post came out to support him at the November 4th swearing-in ceremony as he begins this new chapter in his career.



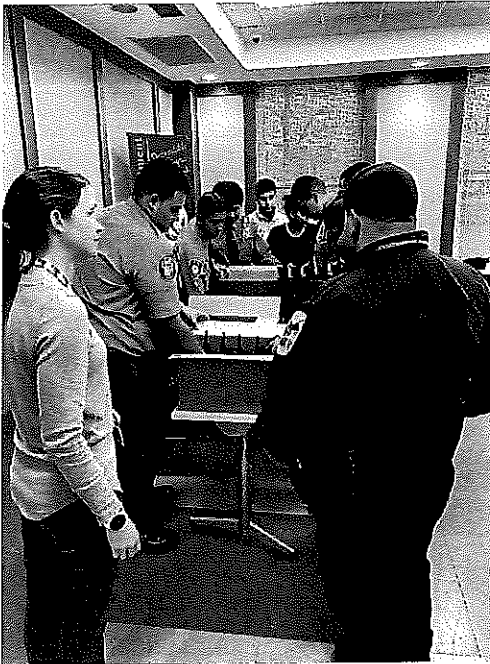
November 1<sup>st</sup> marked the start of training for our next **Cadet Basic Entry Skills Training Class (B.E.S.T.)**. Over the next few months they will learn what it takes to be a Danbury Police Cadet and will receive all the proper training to set them up for success in the program and beyond. In addition to an exciting start for our new recruits, our **Annual Pie and Cookie Dough Fundraiser** concluded on November 2nd. An excellent way for cadets to not only raise money for the program, but also to improve their people skills as they can get out into the community and sell various pies and cookie dough to members of the community. Cadets then work to sort the orders once they are received and get them delivered to everyone that ordered.



The Cadets continued to serve the community in the month of November starting with the November 5th **Veterans Appreciation Dinner**. Half a dozen cadets assisted with distributing food and cleaning at the Veterans of Foreign Wars. The Cadets also took part in the **flag detail at Veterans Hall** on November 11th, where they helped collect flags.



**The Community Health Center** was generous enough to donate 48 portable 2-way radios to the Danbury Police Cadet program on November 18th. These were radios from their mass vaccination sites that were donated to help the program out with jobs and events. Regional Vice President Amy Taylor met with the program to donate the radios as the partnership between the Health Center and the cadets has been very important to the community in recent times.



In addition, the Cadets had a **Friendsgiving Celebratory Feast** at our November 18th meeting. The dinner was held at the Danbury Police Department and was a great way to build comradery amongst members of the program.

As we head into the busy month of December, the post is planning a **Winter Party** for the program as well as prepping the Color Guard for opening ceremonies for **First Responders Appreciation Night with the Danbury Hat Tricks** on December 3rd. We would also like to congratulate Officer David Antedomenico on being appointed as Head Advisor for the Danbury Police Cadets. He has and continues to be an integral part of the program.

Respectfully submitted,

PO Melissa Morrill  
PO Melissa Morrill #582  
Police Explorer Advisor

Richard G. Bessel III  
Richard Bessel III  
Cadet Deputy Chief

# 2021 UNIFORM CRIME REPORT

## CITY OF DANBURY

|                     | Jan       | Feb       | March     | April     | May       | June      | July      | Aug       | Sept      | Oct       | Nov       | Dec. | YTD        |
|---------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------|------------|
| Homicide            | 0         | 0         | 0         | 0         | 0         | 1         | 0         | 0         | 0         | 0         | 0         | 0    | 1          |
| Forcible Rape       | 1         | 0         | 0         | 2         | 3         | 0         | 1         | 0         | 4         | 2         | 2         | 2    | 15         |
| Robbery             | 1         | 0         | 3         | 3         | 4         | 1         | 6         | 0         | 5         | 2         | 2         | 2    | 27         |
| Assault             | 1         | 2         | 2         | 1         | 5         | 1         | 1         | 1         | 1         | 3         | 1         | 1    | 19         |
| Burglary            | 6         | 1         | 6         | 6         | 9         | 11        | 16        | 3         | 8         | 8         | 8         | 8    | 82         |
| Theft               | 34        | 41        | 45        | 54        | 35        | 42        | 35        | 35        | 68        | 62        | 20        | 20   | 471        |
| Motor Vehicle Theft | 3         | 3         | 4         | 10        | 11        | 7         | 10        | 11        | 9         | 7         | 4         | 4    | 79         |
| Arson               | 0         | 0         | 0         | 0         | 2         | 1         | 0         | 0         | 0         | 0         | 0         | 0    | 3          |
| <b>Totals</b>       | <b>46</b> | <b>47</b> | <b>60</b> | <b>76</b> | <b>69</b> | <b>64</b> | <b>69</b> | <b>50</b> | <b>95</b> | <b>84</b> | <b>37</b> |      | <b>697</b> |

# 2020 UNIFORM CRIME REPORT

## CITY OF DANBURY

|                     | Jan       | Feb       | March     | April     | May       | June      | July      | Aug       | Sept      | Oct       | Nov       | Dec. | YTD        |
|---------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------|------------|
| Homicide            | 0         | 0         | 1         | 0         | 0         | 1         | 1         | 0         | 0         | 1         | 0         | 0    | 4          |
| Forcible Rape       | 0         | 0         | 2         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0    | 2          |
| Robbery             | 4         | 3         | 2         | 3         | 1         | 3         | 2         | 2         | 6         | 5         | 0         | 0    | 31         |
| Assault             | 4         | 4         | 7         | 2         | 5         | 2         | 5         | 1         | 1         | 1         | 1         | 1    | 33         |
| Burglary            | 6         | 7         | 7         | 3         | 4         | 3         | 6         | 4         | 2         | 8         | 5         | 5    | 55         |
| Theft               | 60        | 53        | 38        | 25        | 23        | 44        | 50        | 31        | 41        | 63        | 42        | 42   | 470        |
| Motor Vehicle Theft | 3         | 3         | 3         | 7         | 2         | 11        | 8         | 5         | 3         | 12        | 2         | 2    | 59         |
| Arson               | 1         | 1         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0    | 2          |
| <b>Totals</b>       | <b>78</b> | <b>71</b> | <b>60</b> | <b>40</b> | <b>35</b> | <b>64</b> | <b>72</b> | <b>43</b> | <b>53</b> | <b>90</b> | <b>50</b> |      | <b>656</b> |

\*Please Note: UCR Stats are subject to change due to monthly crime modifications

# 2021 DANBURY POLICE DEPARTMENT STATISTICS CITY OF DANBURY

## CALLS FOR SERVICE

2021

|                   | Jan   | Feb   | March | April | May   | June  | July  | Aug   | Sept  | Oct   | Nov   | Dec. | YTD    |
|-------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|------|--------|
| Calls for Service | 3,955 | 3,486 | 3,348 | 3,625 | 3,647 | 3,678 | 4,112 | 4,148 | 3,899 | 3,942 | 3,370 |      | 41,210 |

2020

|                   | Jan   | Feb   | March | April | May   | June  | July  | Aug   | Sept  | Oct   | Nov   | Dec. | YTD    |
|-------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|------|--------|
| Calls for Service | 3,667 | 3,542 | 3,275 | 3,858 | 4,301 | 4,149 | 4,471 | 4,697 | 3,577 | 3,849 | 3,609 |      | 42,995 |

## TRAFFIC ACCIDENTS

2021

|                         | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec. | YTD   |
|-------------------------|-----|-----|-------|-------|-----|------|------|-----|------|-----|-----|------|-------|
| Property Damage         | 225 | 303 | 246   | 235   | 294 | 326  | 310  | 294 | 320  | 324 | 339 |      | 3,216 |
| Personal Injury         | 32  | 32  | 34    | 39    | 42  | 47   | 39   | 42  | 43   | 55  | 57  |      | 462   |
| Total Traffic Accidents | 257 | 335 | 280   | 274   | 336 | 373  | 349  | 336 | 363  | 379 | 396 |      | 3,678 |

2020

|                         | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec. | YTD   |
|-------------------------|-----|-----|-------|-------|-----|------|------|-----|------|-----|-----|------|-------|
| Property Damage         | 354 | 281 | 204   | 121   | 179 | 211  | 225  | 305 | 256  | 275 | 273 |      | 2,684 |
| Personal Injury         | 41  | 31  | 35    | 18    | 35  | 42   | 32   | 35  | 35   | 50  | 34  |      | 388   |
| Total Traffic Accidents | 395 | 312 | 239   | 139   | 214 | 253  | 257  | 340 | 291  | 325 | 307 |      | 3,072 |

## TRAFFIC ENFORCEMENT

2021

|                          | Jan | Feb | March | April | May | June | July* | Aug* | Sept | Oct | Nov | Dec. | YTD   |
|--------------------------|-----|-----|-------|-------|-----|------|-------|------|------|-----|-----|------|-------|
| Verbal Warning           | 86  | 75  | 75    | 110   | 98  | 56   | 67    | 93   | 60   | 76  | 42  |      | 838   |
| Written Warning          | 4   | 2   | 1     | 4     | 5   | 0    | 2     | 3    | 4    | 4   | 2   |      | 31    |
| Moving Violation         | 102 | 105 | 146   | 404   | 149 | 72   | 313   | 287  | 164  | 178 | 82  |      | 2,002 |
| Total Enforcement Action | 192 | 182 | 222   | 518   | 252 | 128  | 382   | 383  | 228  | 258 | 126 |      | 2,871 |

2020

|                          | Jan | Feb | March | April* | May | June | July* | Aug* | Sept | Oct | Nov | Dec. | YTD   |
|--------------------------|-----|-----|-------|--------|-----|------|-------|------|------|-----|-----|------|-------|
| Verbal Warning           | 255 | 224 | 127   | 22     | 101 | 82   | 139   | 114  | 70   | 117 | 82  |      | 1,333 |
| Written Warning          | 18  | 15  | 10    | 3      | 4   | 1    | 4     | 4    | 6    | 5   | 1   |      | 71    |
| Moving Violation         | 197 | 173 | 101   | 2      | 35  | 35   | 411   | 383  | 116  | 119 | 119 |      | 1,691 |
| Total Enforcement Action | 470 | 412 | 238   | 27     | 140 | 118  | 554   | 501  | 192  | 241 | 202 |      | 3,095 |

\*Traffic Enforcement Grant(s)





**CITY OF DANBURY  
FIRE DEPARTMENT  
19 NEW STREET  
DANBURY, CONNECTICUT 06810**

**Richard E. Thode  
Fire Chief**

**Phone 203-796-1550  
Fax 203-796-1552**

**FIRE CHIEF'S MONTHLY REPORT**

I hereby submit my report as Fire Chief of the Danbury Fire Department, which covers the period of November 21<sup>st</sup> through December 20<sup>th</sup>, 2021.

**Personnel**

Department Strength:

Sworn Personnel 109 (10 vacancies)

Injury/Extended Leave 2

Light Duty 1

Effective Strength 12/20/21 106

Civilian Personnel 3

*Total in Table of Organization* 122

**Dispatch Statistical Report**

Total 911 Calls 3,311

11/21/21 – 12/21/21

## **Community Risk Reduction – Fire Marshal**

| <b>Inspections:</b>           |     |
|-------------------------------|-----|
| Residential (Units)           | 234 |
| Business / Mercantile         | 4   |
| Day Care                      | 4   |
| Nursing Home Facility (Units) | 12  |
| Mercantile                    | 3   |
| Assembly / Liquor License     | 10  |

| <b>Plan Reviews:</b>          |    |
|-------------------------------|----|
| Plans Received                | 20 |
| Plans Approved                | 13 |
| CO Issued                     | 13 |
| Consultations (On Site)       | 3  |
| Site Plan Review/Consultation | 2  |

| <b>Fires:</b>                         |           |
|---------------------------------------|-----------|
| Building Fire                         | 5         |
| Cooking Fire                          | 1         |
| Passenger Vehicle Fire / Vehicle Fire | 3         |
| Chimney Fire                          | 1         |
| Unauthorized Burning                  | 1         |
| Outside Rubbish Fire                  | 1         |
| Natural Vegetation / Brush Fire       | 1         |
| <b>TOTAL</b>                          | <b>10</b> |

|                    |    |
|--------------------|----|
| <b>Complaints:</b> | 12 |
|--------------------|----|

|                      |    |
|----------------------|----|
| <b>FOI Requests:</b> | 25 |
|----------------------|----|

### **Fire Prevention / Public Education:**

|                                                      |
|------------------------------------------------------|
| Fire Prevention Presentations - Shelter Rock School  |
| Fire Prevention Presentations - Morris Street School |
| Juvenile Firesetter Consultation                     |

### **Training:**

|                                                        |
|--------------------------------------------------------|
| Career Development Classes:                            |
| - Origin and Cause Classifications                     |
| - Arc Mapping of Electrical Receptacles                |
| - Strategies for the Testifying Investigator           |
| - Timeline Analysis and Interviewing                   |
| - Arson Investigation Case Study - "Burn Boston Burn"  |
| - Fire Investigator Health and Safety - Best Practices |
| - Annual Live Burn / SCBA Training                     |

### **Meetings /Miscellaneous:**

|                                                             |
|-------------------------------------------------------------|
| Mayor's Cabinet Meeting                                     |
| International Association of Arson Investigators Conference |
| COVID Enforcement Team                                      |
| Eagleview - GIS Mapping                                     |

### Highlighted Activities

- Finalize construction and design of Squad 21 Truck
- New nozzles in service on all apparatus
- MSA air packs distributed to all career and volunteer companies
- HazMat Operational Refresher Course
- Stuff a Truck Food Drive
- Toy Drive
- City Tree Lighting Ceremony
- Santa's Workshop Event

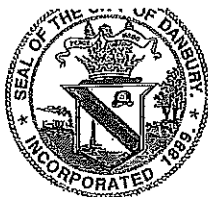
### Unit Responses – 11/21/21 – 12/20/21

| <u>Unit</u> |                           | November | December | Year<br>Total |
|-------------|---------------------------|----------|----------|---------------|
|             |                           | Total    | Total    |               |
| C30         | Deputy Fire Chief         | 23       | 48       | 71            |
| C41         | Fire Marshal              | 0        | 4        | 4             |
| C42         | Deputy Fire Marshal       | 0        | 7        | 7             |
| C43         | Deputy Fire Marshal       | 0        | 1        | 1             |
| C44         | Deputy Fire Marshal       | 1        | 0        | 1             |
| C45         | Deputy Fire Marshal       | 0        | 3        | 3             |
| C46         | Deputy Fire Marshal       | 0        | 2        | 2             |
| C47         | Deputy Fire Marshal       | 3        | 0        | 3             |
| C55         | EMS/HAZMAT Coordinator    | 1        | 0        | 1             |
| C61         | Communications Supervisor | 2        | 1        | 3             |
| E22         | Engine 22                 | 67       | 155      | 222           |
| E23         | Engine 23                 | 66       | 142      | 208           |
| E24         | Engine 24                 | 64       | 93       | 157           |
| E25         | Engine 25                 | 25       | 52       | 77            |
| E26         | Engine 26                 | 45       | 98       | 143           |
| HM1         | Haz Mat 1                 | 1        | 1        | 2             |
| R1          | Rescue 1                  | 60       | 105      | 165           |
| TAC1        | Special Operations 1      | 68       | 150      | 218           |
| TRK         | Truck Company             | 52       | 107      | 159           |

**Total Career Unit Responses: 1,831**

**Total Volunteer Unit Responses: 281**

**Total Unit Responses: 2,112**



**CITY OF DANBURY**  
**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

155 DEER HILL AVENUE • DANBURY, CONNECTICUT 06810

[www.danbury-ct.gov/health](http://www.danbury-ct.gov/health) • [healthdept@danbury-ct.gov](mailto:healthdept@danbury-ct.gov)

Mayor  
**Dean Esposito**

Director of Health  
**Kara Prunty, MPH**

December 27, 2021

Dear Mayor Esposito and Members of the City Council:

As of December 27th, the State of Connecticut has had 474,557 positive COVID-19 cases and 9,077 associated deaths. In the City of Danbury, there have been 14,545 positive COVID-19 cases and 198 associated deaths. There are currently 45 COVID-19 related hospitalizations at our local hospitals. The City of Danbury has moved into the Red Zone per the State of CT. The City's current COVID-19 infection rate is 7.5% and the 14-day running average is 37.8 per 100,000.

At this point in time, approximately 67.8% of the Danbury population is fully vaccinated and 78.3% have received at least one dose of the COVID-19 Vaccine. As the number of COVID-19 cases increase across the country, the State of Connecticut Department of Public Health continues to strongly encourage all eligible individuals to receive the COVID-19 Vaccine and booster. Boosters are recommended for individuals over the age of 16, who completed their vaccine series at least six months prior (or two months prior if they received Johnson & Johnson). The City of Danbury recognizes the importance of accessibility to COVID-19 Vaccines and testing sites for all individuals. Therefore, The Danbury Health Department, in conjunction with other local organizations, continues to enhance vaccine and testing efforts by hosting mobile testing and vaccine clinics.

The CDC has updated travel guidance, in which all air passengers must show a negative COVID-19 test no more than one day prior to travel. The CDC highly recommends that individuals are to be fully vaccinated before international travel. Masks are required for all services of public transportation.

As of December 24th, the City of Danbury is under a Mask Advisory. In response to the spread of the Delta variant and the emerging Omicron variant, it is strongly recommended that all individuals, regardless of vaccination status, wear a mask when indoors. Additionally, all city employees and visitors in any municipal building must wear a mask.

The following pages contain the reports from each division, providing details concerning ongoing activities. Should you have any questions regarding any of the submitted reports, please call me at (203) 797-4625.

Respectfully yours,

Kara Prunty, MPH  
*Director of Health and Human Services*

**Grant Status Update**  
(July 1, 2021 - June 30, 2022)

| Grant Agency                                                         | Program Supported  | Award Amount | Award dates            | Project Status |
|----------------------------------------------------------------------|--------------------|--------------|------------------------|----------------|
| CT Dept. of Public Health (CTDPH)                                    | Diabetes Education | \$24,378     | 10/1/19 - 9/30/22      | Awarded        |
| CT Dept. of Public Health Per Capita 2020                            | All Programs       | \$90,531.26  | 7/1/19 - 6/30/20       | Completed      |
| CDBG                                                                 | Affordable Housing | \$10,000     | 7/1/19 - 6/30/20       | Completed      |
| CDBG                                                                 | Human Services     | \$25,000     | 7/1/19 - 6/30/20       | Completed      |
| CT Health Foundation                                                 | COVID-19 Response  | \$125,000    | 9/1/2020 - 10/31/2021  | Awarded        |
| CT Health Foundation Extension                                       | COVID-19 Response  | \$100,000    | 5/1/2021 - 8/31/2021   | Completed      |
| CT Dept. of Public Health Epidemiology and Laboratory Capacity Grant | COVID-19 Response  | \$510,143    | 5/19/2020 - 11/17/2022 | Awarded        |
| CT DPH Vaccine Equity Partnership Funding                            | COVID-19 Response  | \$946,084.06 | 5/1/2021 - 9/31/2021   | Awarded        |
| CT DPH Public Health Emergency Preparedness                          | Emergency Response | \$47,960     | 7/1/2021 - 6/30/2022   | Applied        |

**Environmental Health Division**

Tiziana Covacci, Associate Director of Environmental Health

The Environmental Health Division provides a multitude of services, which include but are not limited to the following:

- Land use plan review and inspection
- Food service establishment plan review and inspection
- Septic plan review and related inspections
- Well water testing for potability
- Public swimming pool code compliance and inspection
- Housing code enforcement
- Recreational water sampling
- Hazardous material storage inspection & code enforcement
- Staff support for the Environmental Impact Commission.
- Numerous community-level projects including the maintenance of the Lake Kenosia Garden Buffer and the maintenance of the Still River Trail.

**November/December 2021 Activity**

The Environmental Health Team has continued with routine services, such as septic inspections and plan reviews, food service establishment inspections, and the investigation of any compliance issues. Three of our team members have passed Subsurface Sewage Phase II.

## November Results

|                                                    |    |
|----------------------------------------------------|----|
| <b>Potable Water</b>                               |    |
| Private Well                                       |    |
| Well Permits                                       |    |
| <b>Environmental</b>                               |    |
| Grading Permit Review                              | 2  |
| EIC                                                |    |
| HazMat                                             |    |
| Erosion Inspections                                |    |
| Complaint Investigation                            | 9  |
| Odor Complaints                                    |    |
| Wetlands/Grading                                   | 23 |
| Misc (Describe): Wetland Applications Reviewed     | 2  |
| <b>Sewage Disposal</b>                             |    |
| Plan Review                                        | 18 |
| Inspections                                        | 36 |
| New, Replace, Fail, Plan Review                    | 6  |
| 100% Replacement Plan Review                       | 6  |
| Soil Testing (List by Appointment Only)            | 8  |
| Additions                                          | 1  |
| Dye Tests (Initial)                                |    |
| Septic Permits (To Construct)                      | 11 |
| <b>Solid Waste</b>                                 |    |
| Garbage Complaint                                  |    |
| Misc. (Describe)                                   |    |
| <b>Pest and Animal Control</b>                     |    |
| Rodent Complaint                                   |    |
| Insect Complaint                                   |    |
| Domestic Animal Complaint                          |    |
| <b>Housing</b>                                     |    |
| Residential/Commercial Inspection (Not Indoor Air) | 1  |
| Housing Complaints                                 | 1  |
| Child Day Care Inspection (Initial)                |    |
| Child Day Care Plan Review                         |    |
| Body Care Inspections                              | 1  |
| Body Care Plan Review                              |    |
| Body Care Construction Visits                      |    |
| Massage Establishment Inspections                  |    |

|                                                   |    |
|---------------------------------------------------|----|
| Massage Establishment Plan Review                 |    |
| COVID-19 Salon/Body Care Compliance Inspections   |    |
| Lead Home Visit                                   |    |
| Lead Inspection for all Properties                |    |
| Lead Abatement Plan Review                        |    |
| Certificate of Apartment Occupancy (CAO's)        |    |
| Reinspections                                     |    |
| Healthy Homes                                     |    |
| Hotel/Motel Inspections                           |    |
| Total # of Hotel/Motel Rooms Inspected            |    |
| <b>Food</b>                                       |    |
| Food Service Establishment Inspection (Initial)   | 30 |
| Construction Visits                               |    |
| Food Service Walkthrough Inspections              | 3  |
| Itinerant Vendor Inspections                      | 2  |
| Complaints                                        | 2  |
| Re-inspection (voluntary)                         | 3  |
| Re-inspection (involuntary)                       |    |
| Plan Review                                       | 5  |
| Plan Revisions                                    |    |
| Foodborne Illness # of Complaints                 |    |
| Temporary Food Service                            |    |
| Certified Food Protection Manager Courses         |    |
| Food Handler Courses                              | 1  |
| Outdoor Dining/Patio Inspections                  |    |
| COVID-19 Compliance Inspections                   |    |
| <b>Seasonal</b>                                   |    |
| Indoor Pool Inspections                           |    |
| Outdoor Pool Inspections                          |    |
| Indoor Public Pool Water: # of Samples Collected  |    |
| Outdoor Public Pool Water: # of Samples Collected |    |
| Public Beaches: # of Samples Collected            |    |
| Drinking Water: # of Samples Collected            |    |
| <b>Orders Issued</b>                              |    |
| Notices of Violation, etc.                        |    |
| Health Order                                      |    |
| <b>Other</b>                                      |    |
| Social Services Issues and Referrals              |    |

|                        |  |
|------------------------|--|
| Fair Rent Issues       |  |
| Pump Truck Permits     |  |
| Pump Truck Calibration |  |
| Food Shadowing         |  |
| COVID-19 Complaints    |  |

### **Community Health Services Division**

Fernanda Carvalho, Associate Director of Community Health

Our division develops and implements initiatives to help community members maintain and improve their health, prevent the spread of infectious diseases, and prepare for natural disasters. We also provide direct patient care to individuals that require further evaluation and those that are diagnosed with Mycobacterium Tuberculosis. Our Community Health Coordinator has the responsibility of implementing the discharge/treatment plans and providing assurance of patient care and treatment, such as patient education, directly observed therapy, continued treatment adherence, and contact investigations. We work in cooperation with all community health care partners in need of our services and the State Public Health Department (CTDPH).

#### **Community Medicine Section**

Prepared by: Maureen Singer, Community Health Coordinator

#### **Patients Seen in November 2021**

|                        |            |
|------------------------|------------|
| Tuberculosis patients  | 39         |
| PPD testing/read       | 0          |
| QuantIFERON/T-Spot     | 10         |
| eDOT                   | 120        |
| Hospital Visits        | 0          |
| Home Visits            | 0          |
| Electronic Visits      | 23         |
| <b>Total Services:</b> | <b>192</b> |

The following are highlights from the Office of Community Medicine activities for November 2021:

1. Continuing case management of approximately 65 cases of LTBI, 1 Pulmonary MTB, and 3 Suspected Pediatric Pulmonary Cases. Note: MDR TB moved out of jurisdiction.
2. 4 TB cases that are receiving daily electronic medication observation.
3. Extensive TB contact investigation includes evaluation, testing & treatment.
4. Ongoing surveillance and epidemiological review of individuals with positive AFB.
5. Nov 22, WCHN Infection Control Committee Meeting.
6. Nov. 16, Office Training, 2 hours.

#### **Community Health Services & Emergency Preparedness and Response:**

The Community Health Team has concentrated on the continuation of influenza and COVID-19 prevention strategies within our City. Along with the increase of COVID-19 cases, the State of Connecticut has seen a rise in influenza cases, with 623 positive influenza cases thus far this season. Our department offers the flu vaccine to any individual ages 6



months and older, and has been distributing information on how individuals can protect themselves from the flu, such as hand hygiene, staying home when sick, and getting tested for the flu if they are experiencing symptoms.

The Danbury Health Department has been closely collaborating with Community Health Center Inc., Connecticut Institute for Communities, Inc., and Griffin Health to host COVID-19 vaccine clinics. On December 11th, 2021, DHHS, CHC, and Griffin Health hosted a mass COVID-19 Vaccine clinic. Griffin offered COVID-19 Vaccines to patients 12 years of age and older, including booster doses to eligible individuals, while DHHS and CHC vaccinated children ages 5-11. The festive winter-themed clinic was a success; families loved the decorations, crafts, and goodie bags! Danbury Health Department is still hosting weekly COVID-19 vaccine clinics for children ages 5-11, every Monday and Wednesday from 4:00pm-6:00pm. Our team has administered a total of 221 COVID-19 vaccines at this clinic site thus far. SEMA-4 continues to offer the COVID-19 PCR test at no cost, now seven days a week. Contact tracing efforts have increased as a result of the influx of positive COVID-19 cases.

#### Contact Tracing Information To-Date: November 2021

|                           |        |
|---------------------------|--------|
| # of Cases Interviewed    | 13,471 |
| # of Contacts Interviewed | 4,024  |

## COVID-19 TESTING IN DANBURY, CT

AVAILABLE AT NO COST TO THE PATIENT

Drive-thru
No appointment needed

### JANUARY 2022: PCR TEST

**PAT WALDRON BUILDING**  
**118 MEMORIAL DRIVE**  
**DANBURY, CT 06810**

**Mondays - Fridays:**  
**1:00 pm - 7:00 pm**

**Saturdays & Sundays:**  
**10:00am - 2:00pm**

\*PCR test results are typically received within 24-48 hours\*

\*This testing schedule is in effect starting December 27, 2021\*

For more information, please call SEMA4 at (800)-298-5470 or the City of Danbury Department of Health & Human Services at (203) 797-4625.

SEMA-4 will be conducting COVID-19 tests at the Pat Waldron Building in Danbury, 7 days a week, for the month of January.

## COVID-19 VACCINE CLINICS AND TESTING IN DANBURY, CT

**CHC, Inc.**  
Hatters Park: 7E Hayestown Road  
Pfizer, Moderna, J&J

Mondays-Fridays 1:00pm-7:00pm

**CIFC**  
132 Main Street  
9:30am-12:30pm ; 2:00pm-5:00pm

Tuesdays and Thursdays: Pfizer  
Wednesdays: Moderna

**CHC, Inc. & Griffin Health**  
Danbury High School: 43 Clapboard Ridge Road  
Pfizer, Moderna, J&J

Saturday & Sundays 10:00am-4:00pm

**Danbury Health Department**  
132 Main Street  
Ages 5-11, Pfizer Only

Mondays & Wednesdays 4:00pm-6:00pm

### COVID-19 TESTING

Pat Waldron Building, 118 Memorial Drive

Mondays - Fridays 1:00pm-7:00pm

Saturdays & Sundays 10:00am-2:00pm



The City of Danbury is offering COVID-19 vaccine and booster doses, as well as COVID-19 testing, free of charge, at the testing sites above.

**CITY OF DANBURY**  
DEPARTMENT OF PUBLIC WORKS



155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
(203) 797-4537 FAX (203) 796-1586

**MAYOR**  
Honorable Dean Esposito

**PUBLIC WORKS DIRECTOR**  
**CITY ENGINEER**  
Antonio Iadarola, P.E.

**RE: Public Works Monthly Report for DECEMBER 2021 City Council Meeting**

**Dear Mayor Esposito and Members of the City Council:**

I am pleased to present the Public Works Department Report for events occurring during the month of November. As always, the Department has remained dedicated and active continuing to keep up with all city responsibilities, emergency responses and acute preparation for the winter season. Safety protocols for the pandemic continue to be in effect for our staff and residents. I would like to extend my best wishes to all for a happy, healthy New Year with hopes for many successes and achievements in the coming year.

Please review our individual Public Works Department reports for a full scope of the varied activities and projects we are involved with. If you have any questions or concerns, feel free to call me at 203-797-4537.

**Construction Services Report submitted by Thomas Hughes III, Superintendent:**

**Downtown Danbury TOD Streetscape Renaissance Project Phase 1 & II:**

The Phase I project is at substantial completion. We are awaiting the delivery of the three parking kiosks - the supplier is claiming the COVID supply chain and transportation logistics are the cause of the delivery delay along with the banner poles, and tree grates. All these items were ordered four to six months ago. We have been given a mid-January delivery date.

The Phase 1 Downtown Danbury TOD Streetscape is approaching at 95% completion. The contractor has several punch list items to complete. The project is being administrated and managed in house by Construction Services.

The Phase II Downtown Danbury TOD Streetscape design is near completion we will be submitting the Phase II design to ConnDot and scheduling a Prowag adopted (ADA) guidelines review with ConnDot District IV the district review is required since Main Street is a State of CT Highway.

**Hearthstone Castle Abatement:**

Construction Services, working with our in-house resources and on-call environmental consultant Eagle Environmental, has completed the Phase II project design which includes a limited structural assessment of the

structure. The structural engineer has completed the field work/inspection of the castle and has issued their recommendations. Phase II has several components; removing the remaining plaster / nonfirable AMC (Asbestos-Containing Materials) from the building interior walls (three floors), along with incorporating the structural engineer recommendations for stabilization of the structure for the interior work to proceed. The Phase II AWP had been sent to the CT Department Health for approval, which we received.

Eagle Environmental received approval for the Phase II AWP from the CT Department of Health. We are currently working on the bid documents and plan to bid the project in February 2022 for an April / May start of construction. The Purchasing Department has issued us a bid number. We plan to go out to bid for Phase II in early December for a spring start.

### **Bridge Maintenance:**

Construction Services has started a Bridge Maintenance Program to extend the life of our bridge structures. The results of this program will be a cost savings to taxpayers by extending the longevity of our bridge structures.

### **Danbury High School Track Facility:**

The DHS Field and Track is one of the most impressive high school / collegiate facilities in the State of CT. The track meets NCCA criteria for competition. ATT Sports submitted the DHS track to the ASBA selection committee in June 2021 for award consideration. In August of 2021 the DHS Track was selected as one of 16 facilities as Outdoor Track Facility of Distinction for 2021. During the American Sports Builders Association December 06, 2021 annual meeting the DHS Track was selected as Outdoor Track Facility of the Year 2021.

### **Ellsworth Avenue School Addition:**

Construction Services, working with the Engineering Department, City Engineer and architect developed the bid documents. The bid was awarded to J.A. Rosa, LLC. Corporation and Mayor Cavo signed the contract on June 15th. The Notice to Proceed was issued on June 15<sup>th</sup>.

The contractor has completed 100% of the work required in the existing Ellsworth Avenue School (August 12<sup>th</sup>). The Annex Building asbestos abatement is complete along with the interior demo. The interior plumbing drainage installation is complete. The structural steel piers are complete. The helical piles have been installed and the elevator pit is complete. The interior concrete floor has been poured (first floor). The structural steel has been erected. The mason has erected the elevator shaft. The mason completed the installation the lintels for all the window openings. The window shop drawings have been approved and the windows have been ordered. The contractor has poured the bridge grade beam and floor. The interior framing first floor is completed JA Rosa has started framing the second floor. All the MEP contractors are onsite. The project is presently on schedule to meet the 2022 summer completion.

Construction Services initiated a meeting with BOE seeking approval of the FFE (Furniture Fixtures & Equipment) plan developed by Friar Architects. Our concern / push in moving forward with the FFE Package is the lead times for delivery. The normal lead times for FFE are 6 to 8 weeks. Currently the lead times are 14 to 16 weeks. The meeting was very productive and we are awaiting several clarification comments from the BOE prior to releasing the FFE for purchase.

Construction Services has also initiated a meeting with the BOE Technology group which Friar Architects is in the process of setting a date.

We have been in contact with the BOE Rich Jalbert Facilities Director and the Principal of the Ellsworth School developing both the FFE & Technology packages for the project.

Construction Services is managing and administrating the project working with the Engineering department and Director of Public Works / City Engineer.

### **Rogers Park Basketball Court:**

Working with the City Engineer / Director of Public Works and the Engineering staff, we developed plans for the installation of a concrete pre-stressed basketball court similar to the tennis courts installed two years ago. The project is presently underway. The site preparation excavation, grading for the court has been completed. The slab was poured and the tendons have been tensioned. This work has been a coordinated effort between the Public Works Division's Engineering, Construction Services and Public Services using our in house resources. The project will be completed early spring of 2022.

### **Shelter Rock School Playscape:**

Construction Services replaced the 5 to 12-year-old Playscape on the Shelter Rock School's north playground. The Principal and students were extremely pleased with the new equipment. We have been able to replace a Playscape a year through our Capital Budget. We review each of the elementary school's equipment yearly for replacement.

### **Construction Services:**

Rights of Way Permit inspections are continuing under strict Covid-19 protocols. New R.O.W. permits are being issued and approval sign-offs are taking place on-line through the View Point Permit System.

### **Engineering Report Submitted by Antonio Iadarola, P.E., City Engineer:**

#### **Various Bridges:**

The Kennedy Avenue Bridge is 450 feet long from the west edge of Main Street to the Inlet and spans 40 feet over the Still River. The design of the Kennedy Avenue Bridge over the Still River is proceeding well and is approximately 90% complete. The City's Engineers are designing the traffic control plans to minimize impacts to motorists, bus service and pedestrians. Due to the very long length of the bridge and limited locations to access the underside of the bridge, specifications are being prepared in accordance with State and Federal Regulations for work in confined spaces. The Local Bridge Program Commitment to Fund was received for this bridge and the project is scheduled to be bid in September.

Middle River Road Bridge, near Boyce Road Intersection, is a very old bridge and there are significant settlement concerns and maintenance issues. The City Engineering Division has completed the preliminary site and roadway survey and a Consultant Structural Engineer has performed an inspection of the bridge. The contract for the design of the replacement bridge has been awarded and geotechnical studies have been scheduled. The City Engineering Division will be preparing the environmental permit application and storm water drainage analysis. It is anticipated that this bridge project shall be bid this fall and construction will start in the spring of 2022.

Franklin Street Extension Bridge has been identified as high priority and needs to be replaced. The Engineering Division has prepared preliminary surveys of the right of way, bridge and adjacent private properties. The

proposals for the design of the bridge has been received by the Engineering Division and are being reviewed to insure all of the necessary design and permitting issues are included. It is anticipated that the design will be completed by the spring of 2022 and the construction could start in the early summer.

### **White Street and Locust Avenue Intersection Improvements Project:**

The proposed design project includes roadway widening of White Street from Meadow Avenue to Eighth Avenue. In addition, dedicated turning lanes shall be provided on White Street, Locust Avenue and Wildman Street. Engineers are working with numerous utility companies to relocate utility poles, overhead wires, underground gas mains and water mains. The design also includes new and updated traffic signals, improved storm drainage along the north side of White Street and new granite curbs and concrete sidewalks. The design is approximately 90% complete; Engineers and Corporation Counsel are acquiring the necessary easements, site plan revisions and variances and are addressing the concerns of the adjacent property owners. The project is scheduled to be bid in September and construction to begin in the spring of 2022. The cost of construction will be funded by a LOTCIP Grant.

### **Infrastructure Improvements:**

Eversource Gas: During the last 6 months, City Engineers have received 9 preliminary applications from Eversource Gas for the replacement of existing gas mains. The Engineers have provided substantial information to Eversource about the locations of the existing underground utilities, reviewed proposed plans, identified potential conflicts, coordinated with multiple Eversource Departments and also coordinated the review and approvals with several City Departments. The Engineering Division has recently approved the gas main designs on Elm Street, Fairfield Avenue, Connecticut Avenue, Greenfield Avenue and Delta Avenue and it is expected that plans for gas main replacements on White Street/ Ninth Avenue shall be approved shortly.

### **Traffic Study and Design:**

The Engineering Division has spent a substantial level of effort reviewing the Route 37 Corridor Study and providing comments about recommended future improvements.

The Division has been reviewing the State's design of the South Street/ Triangle Street and Coal Pit Hill Road intersection and have helped to find ways to improve the project layout and reduce impacts to adjacent properties.

### **DEEP MS4 General Stormwater Permit:**

The City's Consultant continues to lead workshop meetings with various pertinent City personnel and offices to meet the multitude of ordinance revisions, land use regulation revisions, mapping, web-site creation, inspection, testing, reporting and other requirements of the State DEEP permit. The Consultant continues to work with City departments on an "as needed" basis for outfall screening and sampling. The Illicit Discharge and Connection Ordinance was approved by the City Council and is now in effect. DEEP MS4 Annual Reports are posted on the City's website for review. The draft Annual Report for 2020 has been posted on the City website for public comment and has been submitted to DEEP. The City consultant has been performing outfall screening.

### **Water & Sewer Main Extensions**

Water and Sewer Main Extensions are underway on Kevin Drive, Ford Lane and at the Danbury Fair Mall.

### **Rogers Park Basketball Court:**

Design is complete for the Rogers Park Basketball Court and is under construction.

### **The RESERVE/RIVINGTON by Toll Brothers:** (550 Acre Development with a total of 2150+ Units)

**The Mews and The Ridge at Rivington:** Phase completed.

**Reserve Road, Milestone Road, Woodland Road:** Progress continues on the completion of these roads.

**Phase 11** Planning and utility reviews are completed.

**The Woodlands Phase 4C:** Progress continues with utility extensions and inspections.

### **Southeast, NY to Danbury Link Feasibility/Planning Study:**

The Engineering Division worked with Putnam County on their grant request for funding of a feasibility study for the possible restoration of passenger service between Danbury and the Southeast, NY connection to the Harlem Line. A \$1,000,000 grant has been received. The Division worked with Putnam County relative to the scope of the study and the selection of a consultant. Putnam County has executed a contract with the most qualified bidder, WSP. The study is underway and several meetings have taken place. The City Engineer has personally participated in these meetings for this very important project.

### **Ellsworth Avenue School Annex:**

The Division has worked with the Board of Education to develop a schematic plan and program for a school construction project at Ellsworth Avenue Elementary School. The project will aid in accommodating the projected increase in student enrollment in Danbury schools. A grant application has been filed with the State of Connecticut. Architectural services were awarded to Friar Architecture Inc. The City has presented design documents to the State of Connecticut Office of School Construction Grants and Review and received permission to bid the work. The project has been awarded to J.A. Rosa Construction, LLC. The BOE facility unit was moved out and the project is in construction with several activities going on.

### **Danbury Career Academy:**

The City Engineer has been working with the Board of Education and Danbury Career Academy Steering Committee to begin project planning and development. This project will convert existing commercial space at The Summit into a 6-12 Career Academy school in order to accommodate space needs for the 6-8 and 9-12 grade ranges identified in recent enrollment projection reports. The project has received special legislation from the State of Connecticut to proceed in a format and process that has never been done before. Division staff have bi-weekly conference calls with the State of Connecticut Office of School Construction Grants and Review to work together in moving the project forward and meeting deadlines specified in the special legislation. A Request for Qualifications and Proposals for Architectural and Related Services for Bridging Document

Preparation was advertised and have been received. The Architectural and Related Services for Bridging Document Preparation has been awarded to Friar Architecture, Inc. The architect has prepared several options for programming the existing space and also the gym/lobby addition.

### **Traffic Engineer and his Technicians:**

Traffic Engineering Division is co-supervising the engineering design of White Street Corridor as well as coordinating and attending studies, design and construction meetings with various State of Connecticut projects including the I-84 Improvement Project, South Street (SR53) Corridor Project, Clapboard Ridge Road (SR39)

Corridor Project and the Newtown Road Corridor Construction Project. Together with the Engineering Division staff, Traffic is working on preliminary conceptual plans for Phase II Improvements of the White Street Corridor from west of Meadow Street to east of Byron Street Intersections to relieve traffic congestion during peak travel hours, under State Local Transportation Capital Improvement Program. Recently, the Traffic Unit, in conjunction with Danbury Police Traffic Enforcement, has embarked on the temporary installation of speed warning devices along corridors that experience relatively high travel speeds.

Other activities conducted by Traffic Engineering include regular evaluations of signalized intersections to ensure they operate optimum levels, preventive breakdown signal repairs as well as provision of Call Before You Dig Services for Construction programs.

### **Administrative Work:**

City Engineers are reviewing various site plans, water and sewer applications, special exception applications, and subdivision applications for various land-use approvals of on-going development projects throughout the City. Field inspections of sanitary sewer, water mains and new roads are performed regularly on various developments. Our Engineers also review various drainage problems which may include site visits, analysis and design.

### **Survey Crew:**

Our survey crew verifies various R.O.W. and prepares surveys and easements for in-house design of City Projects and also assists other divisions in locating utilities in the field.

Should you have any questions regarding this report or any other issues related to our Engineering Division, please do not hesitate to contact me at (203) 797-4641.

### **Highway Division Report submitted by Tim Nolan, Superintendent of Public Services:** **November – 2021**

This was a very busy month for the Highway Division. Winter preparation was completed with all of the salt spreaders calibrated and installed on the trucks. Plow equipment was inspected. The Construction crews repaired catch basins on Regan Rd, Virginia Ave, Harvest Hill Rd, South St, and Lindencrest Dr.

Two pothole crews were dispatched daily to fill potholes. The city's undeveloped roads were patched prior to the winter season. Street sweeping continued as weather permitted. A crew repaired broken curbing and driveway aprons. The previously paved road right of way was backfilled with topsoil and seeded.

Leaf bag and brush removal continued during the month. Highway Division crew members assisted the Forestry Division with tree removals, pruning, traffic control, and installing Christmas decorations downtown. Employees spent several days clearing catch basins and collecting litter throughout our city streets. The city garbage truck is deployed daily to empty trash cans, collect litter and clean up illegal dumping. The recycle truck continues to be out at multiple locations receiving the recyclables from our residents.

### **Winter Season**

- Winter Storm Events: 0
- Precipitation: 0
- Emergency Call Outs: 2



**Maintenance**

- Catch Basins Replaced: 7
- Drainage Pipe: 262'
- Guardrail Repairs: 0
- Dredging: 0
- Catch Basin Cleaning: 90
- Roads Paved: 1

**Signage**

- New installs: 12
- Replacements: 7
- Repairs: 21

**Personnel**

- Total: 39
- Injury: 1
- Restricted Duty: 2
- Retirement: 0
- Seasonal: 0
- Vacancy: 0

**Parks Maintenance Report submitted by Tim Nolan, Superintendent of Public Services:**  
**November – 2021**

The Parks Maintenance Division continued the grounds maintenance of all the city owned municipal properties, parks, schools and greens. The rose arbor at Rogers Park was cleaned, pruned, and readied for winter. Seasonal field deep tine, aerating, reseeding and fertilization was completed for next year's turf health. Leaf cleanup continued with blowing and vacuuming leaves in various areas.

The downtown area was cleaned and readied for the Christmas lighting ceremony. Parks maintenance staff assisted a City contractor with the hanging of the Christmas lights across Main St. Staff also installed multiple Christmas lights throughout the downtown area. All of the flags on the downtown light poles were removed and decorated with garland and lights.

Candlewood Lake boat launch docks were removed prior to the lake draw down. Tennis courts at D.H.S and Rogers Park were cleaned and closed for the season. Litter was picked up and garbage cans were emptied in various areas throughout the city. Brush was cut in the cemeteries and parks to facilitate next year's mowing operation. Maintenance of the winter and fall seasonal equipment continued through the month.

**Winter Season**

- Winter Storm Events: 0
- Precipitation: 0

**Maintenance**

- Parks: 18
- Schools: 17
- Municipal Complexes: 22
- Sports Fields: 45
- Tennis Courts: 14
- Cricket Courts: 3
- Dog Parks: 2

**Personnel**

- Total: 16
- Injury: 0
- Restricted Duty: 0
- Seasonal: 0
- Vacancy: 1

**Forestry Division Report Submitted by Tim Nolan, Superintendent of Public Services:**  
**November – 2021**

The Forestry Division was busy maintaining trees in the city's right of ways. The crew continues to remove dead trees and prune healthy trees around the city. Several days were spent hanging Christmas decorations downtown. The Forestry Division with assistance from Highway, installed the wreath on City Hall and the Library. They also decorated the large spruce tree in Elmwood Park and some smaller trees at the Library.

The division responded to several dozen tree calls that include inspections, clean ups, and emergency take downs. City tree contractors assisted with several tree removals and pruning. Forestry also continues to monitor and remove beaver dam issues throughout the city. The division continues to maintain all of the American flags in the city's parks.

**Winter Season**

- Winter Storm Events: 0
- Precipitation: 0

**Maintenance**

- Removals: 35
- Pruning: 9
- Brush: 3
- Plantings: 0
- Emergency Call Outs: 3

**Personnel**

- Total: 4
- Injury: 0
- Restricted Duty: 0
- Seasonal: 0
- Vacancy: 0

**Public Buildings Report submitted by Sean Hanley, Superintendent of Public Buildings:**  
**November – 2021****City:**

Backup generator building connection project ongoing.

**Library:**

Junior library sensory room work scheduled, awaiting revised specs.

Additional security cameras for multiple areas scheduled.

Carpeting / painting completed for reconfigured IT office area in basement.

**Danbury Public Schools:**

Pembroke boiler section replacement scheduled.  
AERCO hot water heater repairs scheduled at DHS and BMS  
BMS elevator 95% completed.  
DHS replacement RTU's (5) scheduled.  
DHS C elevator completed.  
DHS D elevator in progress.  
UST replacement projects at RPMS, BMS and King St. campus scheduled.  
Solar project for multiple schools ongoing.

**City Hall:**

EOC area updates ongoing.  
New addition roof replacement scheduled.  
Front lobby security measures scheduled.  
Corporation Council office renovation scheduled.

**Train Museum:**

Boiler replacements / chimney liner repair completed.

**General:**

The majority of time the Maintenance Mechanics spent this month was associated with School building repairs: specifically HVAC, Plumbing and life safety in schools.

**Requests for Maintenance Service:**

Attached please find the statistical report of repairs and maintenance work that the Public Buildings Mechanics engaged in during the month of November 2021. In the month of November we received 304 new work requests and completed 625 work requests. In reviewing this report, you will find the repair time that was expended in major work categories. Also listed is the total number of work order hours completed.

Public Building mechanics were engaged in General Maintenance work with a total of 30.50 person-hours dedicated to this service. The next largest area of was in Electrical repairs, utilizing 16.00 person-hours of labor. Heat repairs came as the third highest category with 15.00 person-hours.

Should you have any questions regarding this report, please do not hesitate to contact Sean Hanley at 203-797-4584.

**CITY OF DANBURY  
PUBLIC BUILDINGS DIVISION  
WORK REQUEST REPORT FOR NOVEMBER 2021**

**Work Requests Received this month    929  
Work Requests Completed this month    625**

| <b>Category</b> | <b>Total Labor Hours</b> |
|-----------------|--------------------------|
| Alarms          | 0.00                     |
| Carpentry       | 0.00                     |

|              |       |
|--------------|-------|
| Electrical   | 16.00 |
| HVAC         | 15.00 |
| Locksmith    | 0.00  |
| Maintenance  | 30.50 |
| Mechanical   | 1.00  |
| Plumbing     | 4.00  |
| Roofing      | 0.00  |
| Snow Plowing | 0.00  |

|                              |       |
|------------------------------|-------|
| Labor Hours City Buildings   | 52.00 |
| Labor Hours School Buildings | 17.00 |
| Overtime                     | 0.00  |

**Public Utilities Report Submitted by David Day, PE, Superintendent of Public Utilities:**  
**RE: Report to the City Council – Month of November 2021**

Dear Mayor Esposito and Members of the City Council:

Enclosed is the monthly report to the City Council for activities that took place in November 2021. Also attached is the Public Utilities Vehicle Maintenance Report.

As of December 16, 2021 there are 49 hydrants out of service. I will be happy to review the information with you.

Sincerely,

*David Day*

David Day, P.E.  
Superintendent

**NOVEMBER 2021 Water Pollution Control Plant (WPCP) Upgrade Project Status**

The following is an update of events that occurred and of work that was performed in November 2021 by the Veolia Design Build Team (Veolia, Wright-Pierce, and CH Nickerson)

- Construction of Phase 1 work (Tertiary Treatment System Upgrade and Stormwater System Improvements) continued. The following activities were performed by the design build team:
  - Veolia performed Construction Management Duties for Phase 1 work.
  - Wright-Pierce performed Construction Administrative and Resident Project Representative Duties associated with the construction of the Tertiary Treatment System and the Stormwater System Improvements.
  - CH Nickerson (CHN) performed the following work associated with the new Tertiary Treatment System Building.
    - Continued operating and maintaining the excavation dewatering system.

- Continued reinforced concrete work for the remaining walls and slabs.
  - Began backfilling excavation around building foundation.
  - Performed tightness testing of concrete tanks.
  - Continued construction of masonry buildings.
  - Installed ductile iron yard piping exterior to building.
  - Continued electrical and plumbing work interior to building.
  - Coordinating treatment system equipment and process installations.
- CHN performed the following work associated with Stormwater System Improvements:
  - Continued placement of new storm drain pipe and manholes.
- Construction of Phase 2 work continued. Phase 2 work includes a new Headworks Screening & Grit Removal Facility, a new Fats, Oils & Grease (FOG) Receiving and REA Biodiesel Facility and Miscellaneous WPCP Upgrades. The following activities were performed by the design build team:
  - Veolia performed Construction Management Duties for Phase 2 work.
  - Wright-Pierce performed Construction Administrative and Resident Project Representative Duties associated with the construction of Phase 2 work.
  - REA continued reinforced concrete tank work and building foundation work.
  - REA began erection of steel building.
  - REA continued off site construction of treatment system components.
  - CHN continued reinforced concrete work for the Headworks Building and the Grit Removal Facility.
  - CHN began backfilling excavation around Headworks Building foundation
  - CHN continued excavation activities for the Grit Removal Facility.

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## M E M O R A N D U M

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**DATE:** December 16, 2021  
**TO:** City of Danbury, City Council  
**FROM:** *David M. Day, P.E.*, Superintendent  
**RE:** Sanitary Sewer Collection System Maintenance—  
 NOVEMBER 2021

|                               |                              |
|-------------------------------|------------------------------|
| <u>Complaints:</u> 0 Bypasses | 11 Slow Running              |
| 2 Loose Manholes              | 1 Odor Calls                 |
| 4 Manholes Inspected          | 0 Manholes Replaced/Repaired |

Number Received: 14

Number Completed: 14

Pipe Cleaned: 4800 LFT

Gallons of Water Used: 14,500 Gal

New Pipe Inspected: 0 LFT

Manholes Replaced/Repaired 0

Manhole Maintenance due to PW Paving 0

COMMENTS:



**To:** David Day, P.E., Supt. of Public Utilities, City of Danbury

**From:** Ralph Azzarito, Project Manager

**Ralph  
Azzarito**

**Subject:** WPCP Report For Month of: Nov '21

**Date:** 12/14/21

**I. Wastewater Treatment:**

|                                |                     |                             |
|--------------------------------|---------------------|-----------------------------|
| A) Sewage Processed:           | 9.4 MGD (Daily Avg) | 281.5 Million Gallons Total |
| B) Septic Waste Processed:     |                     | 1,387,600 Gallons Total     |
| C) Sludge Pumped To Digesters: |                     | 620,956 Pounds Total        |

**II. Wastewater Quality**

|                                   | Influent | Effluent | % Removal | Effluent Limit  |
|-----------------------------------|----------|----------|-----------|-----------------|
| A) BOD (mg/l)                     | 197      | 6        | 97        | 30 mg/l and 85% |
| B) Total Suspended Solids (mg/l): | 273      | 6        | 97.7      | 30 mg/l and 85% |
| C) Total Phosphorus (mg/l):       | 4.8      | 1.76     | 63        | 0.6 mg/l        |
| D) Ammonia (mg/l):                | 23.5     | 0.71     | 97        | 4.0 mg/l        |
| E) Total Nitrogen (lbs/Day):      | 3,096    | 660      | 79        | 442 lbs/day     |

Note: Phosphorus limits apply April - October.

Nitrogen limit for credit to

**III. Pump Station Operation:**

|                  |                 |
|------------------|-----------------|
| A) Beaver Brook: | 720.7 Hours Run |
| B) Southfield:   | 48.0 Hours Run  |
| C) Mill Plain:   | 22.8 Hours Run  |

|                         |       |           |
|-------------------------|-------|-----------|
| D) Backus:              | 325.4 | Hours Run |
| E) Tarrywile            | 108.8 | Hours Run |
| F) Turner Road:         | 41.5  | Hours Run |
| G) Ford Avenue:         | 23.6  | Hours Run |
| H) Indian Glen:         | 122.3 | Hours Run |
| I) Delay Street:        | 25.9  | Hours Run |
| J) Hayestown Road:      | 77.3  | Hours Run |
| K) Kenosia Avenue:      | 1.8   | Hours Run |
| L) Larson Drive:        | 59.3  | Hours Run |
| M) Landfill:            | 184.0 | Hours Run |
| N) Thrope Street        | 14.9  | Hours Run |
| O) Poets Landing        | 22.4  | Hours Run |
| P) Rogers Park          | 51.3  | Hours Run |
| P) West Side            | 88.4  | Hours Run |
| Q) East Franklin Street | 16.3  | Hours Run |

TO : City Council - City of Danbury

FROM : David Day, Superintendent of Public Utilities

DATE : December 15,  
2021

RE : WATER DEPARTMENT REPORT: NOVEMBER 2021

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#### I. WATER PRODUCTION:

|                                        |      |     |
|----------------------------------------|------|-----|
| A) Margerie Water Treatment Facility:  | 79.3 | MG. |
| B) West Lake Water Treatment Facility: | 78.6 | MG. |
| C) Kenosia Well Field:                 | 0    | MG. |
| D) Osborne Street Well Field:          | 0    | MG. |
| E) Other:                              | 0    | MG. |

( MG. = Million Gallons )

#### II. RAINFALL:

|                                      |      |        |
|--------------------------------------|------|--------|
| A) Month:                            | 2.4  | inches |
| B) Past 12 Months (running total):   | 59.8 | inches |
| C) Current Year (Jan.- Current Mo.): | 52.4 | inches |

|                             |       |                        |                           |  |
|-----------------------------|-------|------------------------|---------------------------|--|
| <u>III. WATER STORAGE:</u>  | date: | 11/29/2021             |                           |  |
|                             |       | <u>Current Reading</u> | <u>Historical Average</u> |  |
| A) East Lake Reservoir:     |       | <u>100.0</u> %         | <u>78.1</u> %             |  |
| B) Margerie Lake Reservoir: |       | <u>100.0</u> %         | <u>79.1</u> %             |  |
| C) West Lake Reservoir:     |       | <u>100.0</u> %         | <u>76.3</u> %             |  |
| D) Total:                   |       | <u>100.0</u> %         | <u>77.7</u> %             |  |

IV. WATER PUMPED:

|                                          |                           |            |
|------------------------------------------|---------------------------|------------|
| A) Park Avenue Pump Station:             | <u>0</u>                  | <u>MG.</u> |
| B) Padanaram (High School) Pump Station: | <u>3.64</u>               | <u>MG.</u> |
| C) Shelter Rock Pump Station:            | <u>2.94</u>               | <u>MG.</u> |
| D) WestConn Pump Station:                | <u>0.65</u>               | <u>MG.</u> |
| E) Margerie Pump Station:                | <u>1.24</u>               | <u>MG.</u> |
| F) Pleasant Acres:                       | <u>0.86</u>               | <u>MG.</u> |
| G) Nabby Road:                           | <u>1.25</u>               | <u>MG.</u> |
| H) Harvest Hill:                         | <u>0.51</u>               | <u>MG.</u> |
| I) Woodland Road (Reserve):              | <u>4.28</u>               | <u>MG.</u> |
| J) West Lake High Service :              | <u>44.1</u>               | <u>MG.</u> |
| K) Total Water Pumped (A-I):             | <u>59.5</u>               | <u>MG.</u> |
|                                          | ( MG. = Million Gallons ) |            |

V. WATER TRANSFERRED:

|                                              |            |            |
|----------------------------------------------|------------|------------|
| A) East Lake to Margerie Reservoir:          | <u>0.0</u> | <u>MG.</u> |
| B) Padanaram to Margerie Reservoir:          | <u>0.0</u> | <u>MG.</u> |
| C) Kohanza to West Lake Reservoir:           | <u>0.0</u> | <u>MG.</u> |
| D) Kenosia Diversion to West Lake Reservoir: | <u>0.0</u> | <u>MG.</u> |
| E) Kenosia Wells to West Lake Reservoir:     | <u>0.0</u> | <u>MG.</u> |



F) Total Water Transferred (A-E):

0.0 MG.  
( MG. = Million Gallons )

VI. ALGAE CONTROL:

A) NONE

B)

C)

VII. SURVEY OF WATER SOURCES:

A) Daily testing of treated and untreated water by Water Quality Lab

B)

VIII. SUPERINTENDENTS NOTES:

## GENERAL FUND - EQUIPMENT MAINTENANCE NOVEMBER 2021

| REPAIR DATE | PLATE #  | DIVISION  | DESCRIPTION OF WORK PERFORMED                            |
|-------------|----------|-----------|----------------------------------------------------------|
| 11/2/2021   | 225-DA   | POLICE    | FRONT+REAR BRAKES, SERP BELT, TRANS+PTU SERVICE, DOOR    |
|             | 422-DA   | POLICE    | PANEL REPAIR, ALIGNMENT                                  |
|             | AE-90616 | POLICE    | REAR PADS AND ROTORS                                     |
|             | 265-DA   | POLICE    | FRONT WIPER BLADES                                       |
|             | 144-DA   | CITY HALL | LR TIRE                                                  |
|             |          |           | ENGINE SERVICE, ROTATE TIRES                             |
|             |          |           | ENGINE SERVICE, DOOR PANEL REPAIR, SEAT REPAIR, WIPER    |
| 11/3/2021   | 270-DA   | POLICE    | BLADES                                                   |
| 11/8/2021   | 223-DA   | POLICE    | RR TIRE                                                  |
|             | 354-DA   | POLICE    | RF HEADLIGHT BULB AND CONNECTOR                          |
| 11/9/2021   | 3-DA     | POLICE    | RF HEADLIGHT BULB                                        |
|             |          |           | ENGINE SERVICE, LOWER RADIATOR PIPE, RF CONTROL ARM, OIL |
| 11/10/2021  | VM4209   | POLICE    | PAN GASKET, VALVE COVER GASKETS                          |
|             |          |           | RADIATOR, LOWER RADIATOR HOSE, OIL COOLER HOSE, SERB     |
| 11/11/2021  | 243-DA   | POLICE    | BELT AND TENSIONER                                       |
| 11/12/2021  | 424-DA   | POLICE    | REPLACE AUXILIARY BATTERY                                |
| 11/15/2021  | 4-DA     | POLICE    | RF TIRE                                                  |
|             | 224-DA   | CITY HALL | REPLACE FRONT BRAKE PADS, COOLANT LEVEL SENSOR           |
| 11/17/2021  | 424-DA   | POLICE    | FRONT AND REAR PADS AND ROTORS                           |
|             | 255-DA   | POLICE    | ENGINE SERVICE                                           |
| 11/18/2021  | VM4209   | POLICE    | 4 TIRES                                                  |
|             | 14-DA    | POLICE    | ENGINE SERVICE                                           |
| 11/19/2021  | 991XGK   | POLICE    | REPLACE BATTERY                                          |
| 11/22/2021  | 407-DA   | POLICE    | ENGINE SERVICE, 2 TIRES, TIE RODS AND CENTER LINK        |
|             | 223-DA   | POLICE    | REAR BRAKE PADS AND ROTORS                               |
|             | 8-DA     | POLICE    | REPLACE BATTERY                                          |
| 11/23/2021  | 18-DA    | POLICE    | HEADLIGHT BULBS AND CONNECTORS, 1 TIRE                   |
| 11/30/2021  | 332-DA   | POLICE    | REPLACE BATTERY                                          |
|             | 3-DA     | POLICE    | RF HEADLIGHT BULB AND CONNECTOR, 1 TIRE                  |
|             | 265-DA   | POLICE    | 1 TIRE                                                   |

285-DA

AIRPORT

ENGINE SERVICE, SWAP REAR DIFFERENTIAL, LF INNER AND  
OUTER TIE ROD, ALTERNATOR AND BATTERY

## WATER FUND - EQUIPMENT MAINTENANCE NOVEMBER 2021

| REPAIR<br>DATE | PLATE # | DIVISION | DESCRIPTION OF WORK PERFORMED                                                                                  |
|----------------|---------|----------|----------------------------------------------------------------------------------------------------------------|
| 11/2/2021      | 126-DA  | WATER    | ENGINE SERVICE, TRANS+PTU SERVICE, SERP BELT AND TENSIONER, REAR DIFF SERVICE                                  |
| 11/5/2021      | 238-DA  | WATER    | ENGINE SERVICE, INSTALL SANDER, INSTALL AUXILIARY BATTERY, MUD FLAPS, REVERSE ALARM, RF HEADLIGHT, WORK LIGHTS |
| 11/8/2021      | 397-DA  | WATER    | BLEED BRAKE SYSTEM                                                                                             |
| 11/15/2021     | 321-DA  | WATER    | REPLACE TRANSMISSION AND MOUNT                                                                                 |
| 11/16/2021     | 101-DA  | WATER    | ENGINE SERVICE, WIPER BLADES, SERP BELT AND TENSIONER                                                          |
| 11/17/2021     | 350-DA  | WATER    | AIR FILTER, CABIN AIR FILTER                                                                                   |
| 11/22/2021     | 137-DA  | WATER    | TRANSMISSION PAN AND GASKET, RF CV SHAFT, EXHAUST MANIFOLD                                                     |
| 11/23/2021     | 322-DA  | WATER    | REPAIR WIRING, INSTALL MECHANICAL SHUT OFF                                                                     |
| 11/24/2021     | 344-DA  | WATER    | ENGINE SERVICE, CHECK FOR WATER LEAK                                                                           |

The Equipment Maintenance Division responded to and repaired the following vehicles during the month.

Below is a list of services provided.

| Date:     | Vehicle : | Repair Provided:                              | Department: |
|-----------|-----------|-----------------------------------------------|-------------|
| 11/1/2021 | 1         | RUNS ROUGH                                    | HWY         |
| ^         | 20        | PTO IS LEAKING                                | HWY         |
| ^         | 47        | DPF-PTO                                       | HWY         |
| 11/2/2021 | 28        | R/R TIRES FLAT                                | HWY         |
| ^         | 47        | DPF-PTO                                       | HWY         |
| ^         | 9         | SLIDERS/SPROCKETS/BEARINGS FOR CONVEYER CHAIN | HWY         |
| 11/3/2021 | #44       | SERVICE ALL SEASON BODY                       | HWY         |
| ^         | 9         | SLIDERS/SPROCKETS/BEARINGS FOR CONVEYER CHAIN | HWY         |
| ^         | 33        | TAILGATE CYLINDER/SERVICE                     | HWY         |
| ^         | 27-DA     | EXHAUST/SERVICE                               | ENGINEERING |
| 11/4/2021 | 17        | SERVICE/OIL PAN                               | HWY         |
| ^         | 27-DA     | EXHAUST/SERVICE                               | ENGINEERING |
| ^         | 23        | SERVICE BODY                                  | HWY         |
| ^         | 46        | SHIFTER TUBE KIT                              | HWY         |
| ^         | 55        | JUMP START                                    | HWY         |
| 11/5/2021 | 24        | PTO BELTS                                     | HWY         |
| ^         | #10       | CHECK OVER SANDER                             | HWY         |
| ^         | 55        | CHECK OVER SANDER                             | HWY         |
| ^         | 17        | SERVICE/OIL PAN                               | HWY         |
| ^         | 23        | SERVICE BODY/ADJUST BRAKES                    | HWY         |
| 11/6/2021 | 77        | SERVICE BODY                                  | HWY         |

|            |         |                              |            |
|------------|---------|------------------------------|------------|
| ^          | 7       | SERVICE BODY                 | HWY        |
| ^          | 17      | SERVICE/OIL PAN              | HWY        |
| 11/8/2021  | 106     | R/R TIRES                    | HWY        |
| ^          | 17      | SERVICE/OIL PAN              | HWY        |
| ^          | 41      | L/F TIRE                     | HWY        |
| ^          | 12      | SERVICE/HYD VALVE SPOOLS     | HWY        |
| ^          | 6       | BACK-UP ALARM                | HWY        |
| ^          | 105     | JUMP START                   | HWY        |
| 11/9/2021  | 4       | SERVICE/VGT                  | HWY        |
| ^          | ROADSAW | DOES NOT GO FORWARD          | HWY        |
| ^          | 12      | SERVICE/HYD VALVE SPOOLS     | HWY        |
| ^          | 7       | SERVICE/SERVICE BODY         | HWY        |
| ^          | 3       | INSPECT TO PUT IN SERVICE    | HWY        |
| ^          | 181     | CHECK PACKER                 | HWY        |
| 10/10/2021 | 12      | SERVICE/HYD VALVE SPOOLS     | HWY        |
| ^          | 32      | JUMP START                   | HWY        |
| ^          | 288-DA  | SERVICE/BRAKES               | BLDG MAINT |
| ^          | 4       | SERVICE/SERVICE BODY         | HWY        |
| ^          | 3       | INSPECT TO PUT IN SERVICE    | HWY        |
| ^          | 2       | INSPECT TO PUT IN SERVICE    | HWY        |
| ^          | 7       | R/R SLACK ADJUSTER/SERVICE   | HWY        |
| 11/12/2021 | 4       | SERVICE/SERVICE BODY         | HWY        |
| ^          | 3       | INSPECT TO PUT IN SERVICE    | HWY        |
| ^          | 7       | R/R SLACK ADJUSTER/SERVICE   | HWY        |
| ^          | 12      | SERVICE/HYD VALVE SPOOLS     | HWY        |
| 11/13/2021 | 288-DA  | SERVICE/BRAKES               | BLDG MAINT |
| ^          | 12      | SERVICE/HYD VALVE SPOOLS     | HWY        |
| ^          | 181     | CHECK HYD VALVE BODY         | HWY        |
| ^          | 2       | INSPECT TO PUT IN SERVICE    | HWY        |
| 11/15/2021 | 46      | JUMP START                   | HWY        |
| ^          | 4       | VGT/U-JOINTS/CENTER BEARING  | HWY        |
| ^          | 288-DA  | SERVICE/BRAKES               | BLDG MAINT |
| 11/16/2021 | 34      | NO START                     | HWY        |
| ^          | 4       | VGT/U-JOINTS/CENTER BEARING  | HWY        |
| ^          | 115-DA  | SERVICE                      | BLDG MAINT |
| ^          | 12      | SERVICE/HYD VALVE SPOOLS     | HWY        |
| ^          | 210-DA  | SERVICE                      | BLDG MAINT |
| 11/17/2021 | 31      | SANDER                       | HWY        |
| ^          | 4       | VGT/U-JOINTS/CENTER BEARING  | HWY        |
| ^          | 34      | CONVEYER CHAIN MOTOR         | HWY        |
| ^          | 19      | INSPECT TO PUT IN SERVICE    | HWY        |
| ^          | 5       | SERVICE BODY/LIGHTS          | HWY        |
| ^          | 21      | SERVICE BODY/LIGHTS          | HWY        |
| 11/18/2021 | 80      | CHECK CONVEYER(ROAD CALL)    | HWY        |
| ^          | 44      | CHECK/ADJUST CONVEYER CHAIN  | HWY        |
| ^          | 38      | FUEL FILTER/FUEL FILTER BOWL | HWY        |

|            |        |                                     |             |
|------------|--------|-------------------------------------|-------------|
| ^          | 21     | SERVICE BODY                        | HWY         |
| 11/19/2021 | 47     | DPF/REAR BRAKS/PTO                  | HWY         |
| ^          | 60     | SERVICE                             | HWY         |
| ^          | 25     | SERVICE BODY                        | HWY         |
| ^          | #105   | JUMP START                          | HWY         |
| ^          | 83-DA  | SERVICE/ROTATE TIRES                | HWY         |
| ^          | 53     | SERVICE/FRONT BRAKES                | HWY         |
| 11/20/2021 | 53     | SERVICE/FRONT BRAKES                | HWY         |
| ^          | 25     | SERVICE/SERVICE BODY                | HWY         |
| ^          | 47     | DPF/REAR BRAKS/PTO                  | HWY         |
| 11/22/2021 | 161-DA | SERVICE                             | PARKS       |
| ^          | 1      | SANDER DOOR JACK                    | HWY         |
| ^          | 25     | SERVICE/SERVICE BODY                | HWY         |
| ^          | 47     | DPF/REAR BRAKES                     | HWY         |
| ^          | 39     | SERVICE BODY                        | HWY         |
| 11/23/2021 | 32     | CHECK ENGINE LIGHT                  | HWY         |
| ^          | 47     | DPF/REAR BRAKES/PTO                 | HWY         |
| ^          | 161-DA | SERVICE/AXLE JOINTS/O2 SENSOR       | PARKS       |
| ^          | 39     | SERVICE BODY/SERVICE                | HWY         |
| 11/24/2021 | 39     | SERVICE BODY/SERVICE                | HWY         |
| ^          | 161-DA | SERVICE/AXLE JOINTS/O2 SENSOR       | PARKS       |
| ^          | 37     | FREE UP CONVEYER DOORS              | HWY         |
| ^          | 32     | CHECK ENGINE LIGHT                  | HWY         |
| ^          | 47     | DPF/REAR BRAKES                     | HWY         |
| ^          | 40     | FLAT TIRE(ROAD CALL)                | HWY         |
| ^          | 27     | ADJUST BRAKES/STROBE LIGHTS/SERVICE | HWY         |
| 11/29/2021 | 83     | REAR TIRE HAS NAIL IN IT            | HWY         |
| ^          | 47     | DPF/REAR BRAKES                     | HWY         |
| ^          | 39     | SERVICE BODY/SERVICE                | HWY         |
| ^          | 40     | R/F FLAT TIRE                       | HWY         |
| ^          | 27     | REAR BRAKE CHAMBERS                 | HWY         |
| 11/30/2021 | 8      | AIR LEAK                            | HWY         |
| ^          | 27     | RAER BRAKE CHAMBERS                 | HWY         |
| ^          | 47     | DPF/REAR BRAKES/THERMOSTAT          | HWY         |
| ^          | 20     | PTO                                 | HWY         |
| ^          | 386-DA | REAR BACKING PLATES/AXLES           | ENGINEERING |

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Personnel

|             |   |
|-------------|---|
| Total:      | 5 |
| Injury:     | 0 |
| Restricted  |   |
| Duty:       | 0 |
| Retirement: | 0 |
| Seasonal:   | 0 |
| Vacancy:    | 0 |



## **CITY OF DANBURY**

155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810

### **DEPARTMENT OF PERMIT COORDINATION BUILDING DEPARTMENT**

**DATE:** December 27, 2021

**TO:** City Council

**C:** Mayor Dean Esposito

**Re:** City Council Report for Permit Center and Building Department

On behalf of the Permit Center and Building Department the following report is submitted for your review. This report is for the period of November 1<sup>st</sup> to the 30<sup>th</sup> 2021. The report consists of statistical data on applications with their associated permits.

#### **Analytics**

**Combined Report: Citywide activity**

**Residential Project Activity**

**Commercial Project Activity**

**Sean P. Hearty**

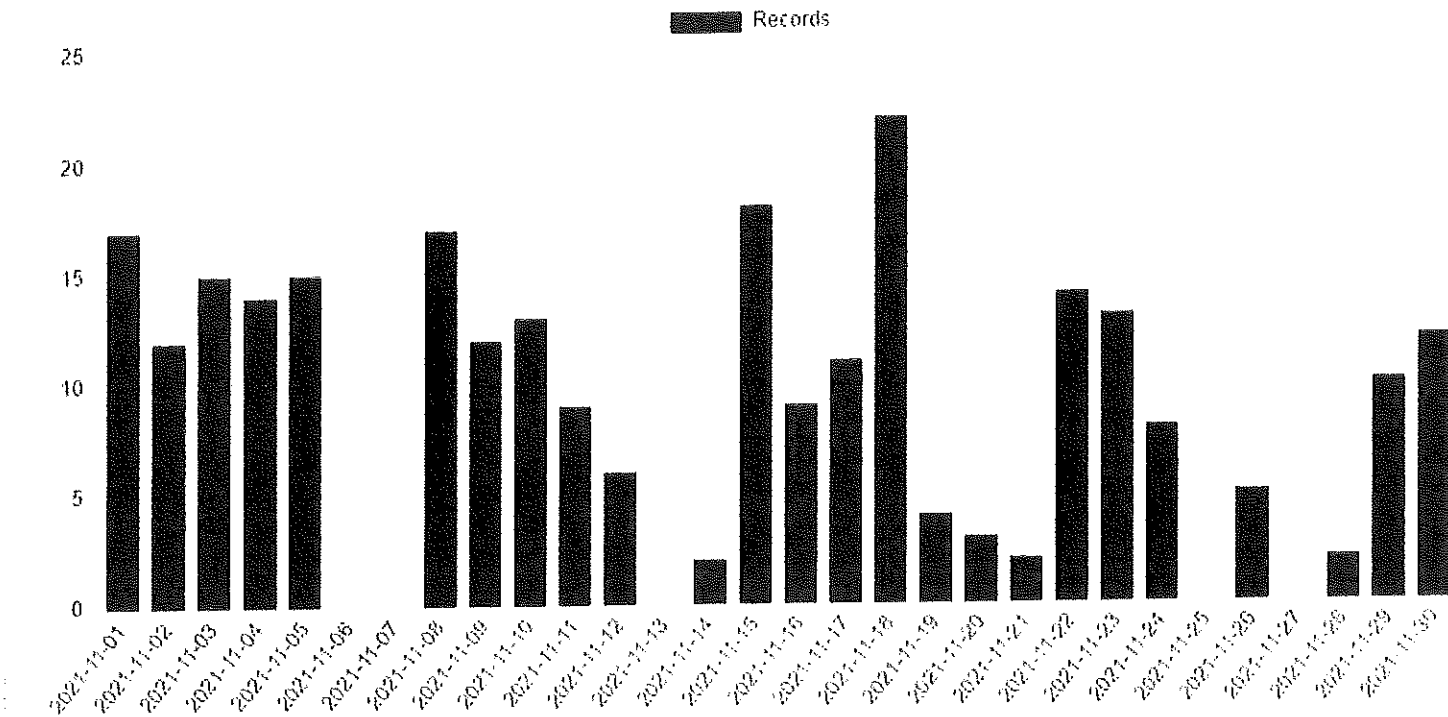
**DIRECTOR**

**David Newland**

**BUILDING OFFICIAL**

# Analytics

Records submitted over time



## Totals



**265**  
Records Created



**\$166,039.12**  
Revenue Collected



**722**  
Inspections Done



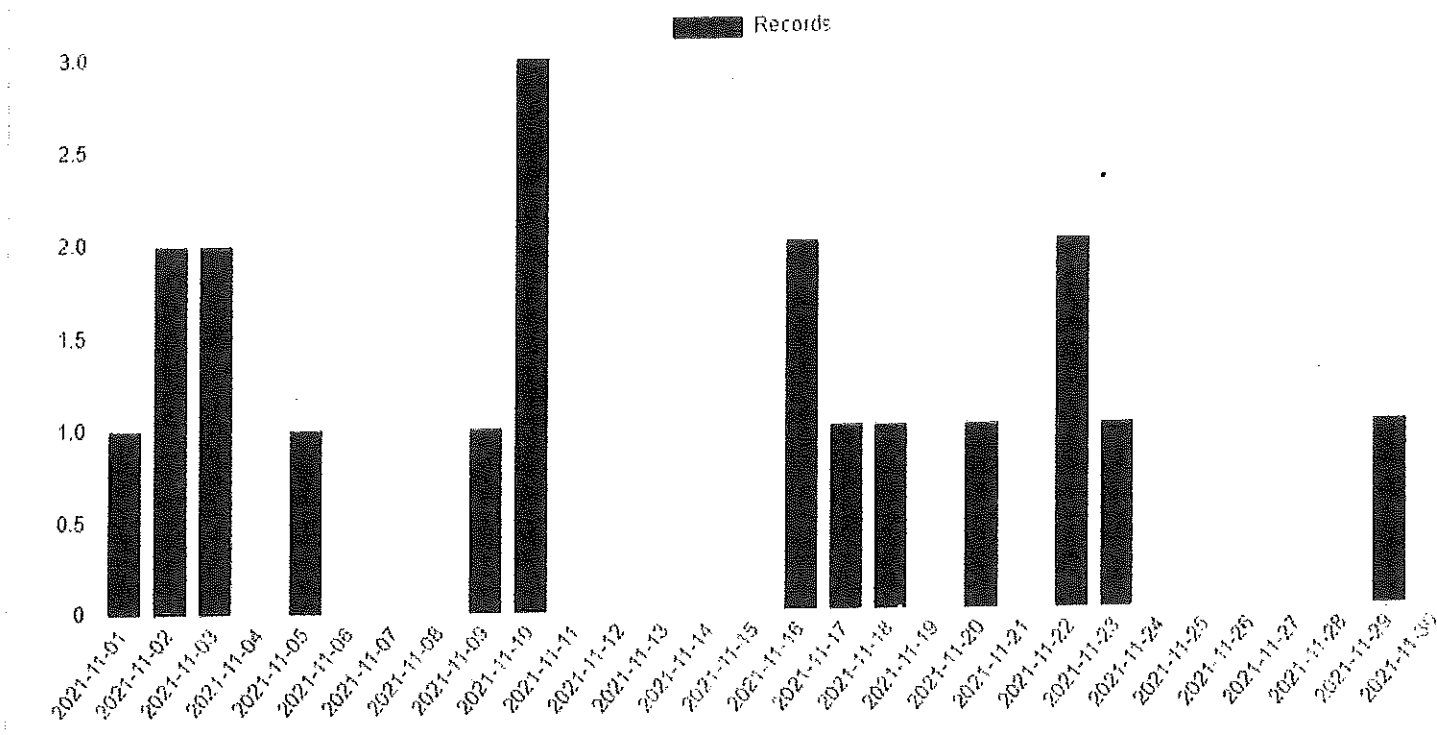
**321**  
Permits Issued

## Filter Results

All Records

Analytics

Records submitted over time



Totals



19

Records Created



\$54,304.26

Revenue Collected



188

Inspections Done



22

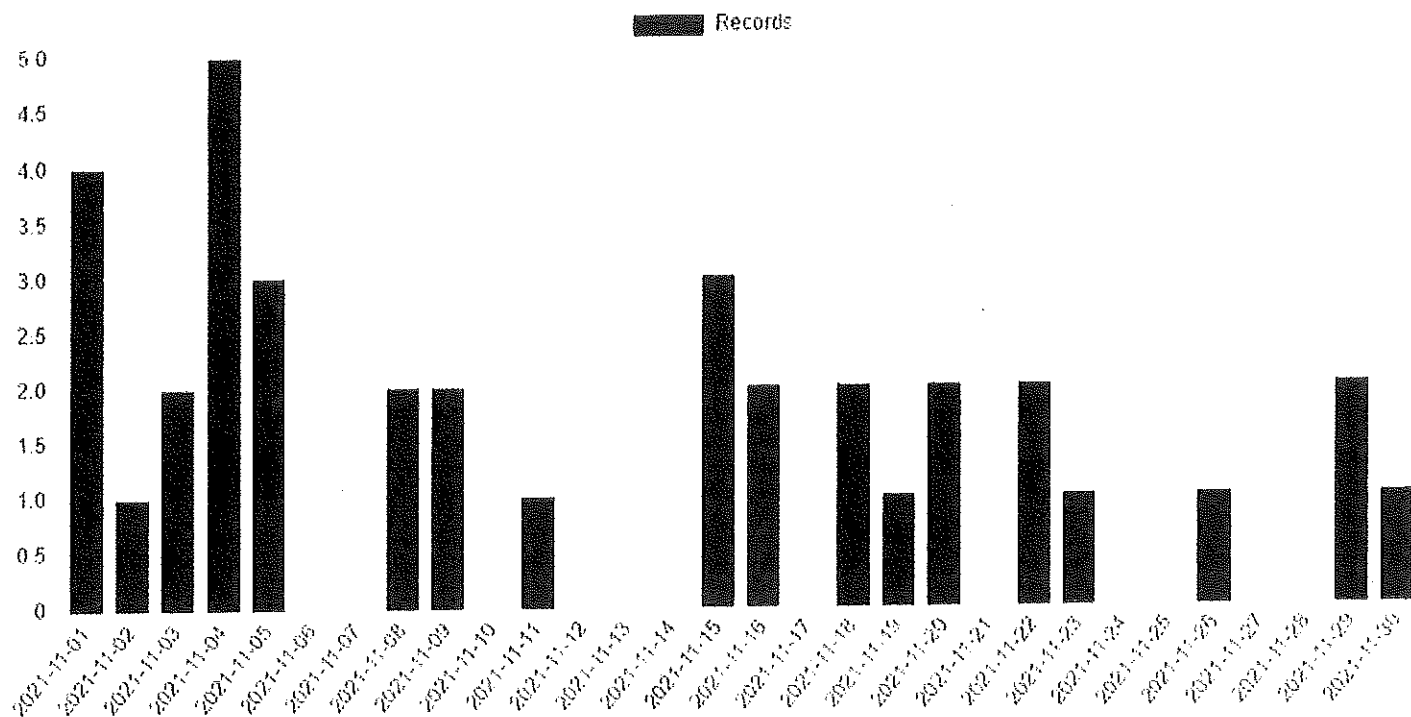
Permits Issued

Filter Results

Commercial Projects

# Analytics

Records submitted over time



## Totals



**37**  
Records Created



**\$44,520.78**  
Revenue Collected



**243**  
Inspections Done



**46**  
Permits Issued

## Filter Results

**Residential Projects**





## CITY OF DANBURY OFFICE OF NEIGHBORHOOD ASSISTANCE

**Shawn Stillman**  
UNIT Coordinator  
*s.stillman@danbury-ct.gov*

**203-796-8026**

Livable Neighborhoods 2021  
*"Building a Better Danbury"*

**December 2021**

December 27, 2021

Honorable Mayor Esposito and City Council Members:

Below is a table highlighting UNIT activity from the time of last month's City Council report. This does not include any UNIT activity regarding follow up and re-inspection work from previously noted issues. The UNIT works to ensure that each and every issue is resolved as quickly as possible.

| Time Period                      | November 29 – December 27, 2021 |
|----------------------------------|---------------------------------|
| Number of Quality of Life Issues | 50                              |
| Year to Date - 2021              | 953                             |

The top issues addressed by the UNIT were:

- Garbage/Debris and Blight (25)
- Miscellaneous (10)
- Vehicle violations: abandoned/unregistered, front lawn parking (5)
- Unsafe living/Unpermitted construction (4)
- Exterior Blight Orders (2)

Historically, the period of time between Thanksgiving and the end of the year dramatically slows down in our office, only to ramp back up, weather permitting, in the new year. Although continuing to deal with the Covid pandemic and the challenges that it brings to our enforcement procedures, our department completed another busy, memorable and productive year.

Nearly 39% of all UNIT activity was initiated as ACTION (Active Commitment Toward Improving Our Neighborhoods). We pride ourselves on the PROACTIVE approach of combatting blight and quality of life issues before actually receiving any complaints from residents or property owners. If our department can address these issues at an early stage before they become larger and more problematic, that is our goal.

Currently there are vacant properties that we are monitoring to ensure that the foreclosure and re-sale/auctioning process continues to proceed, and this past year, many of those properties have now finally changed ownership and have been cleaned up and rehabilitated.

### **PROPERTY UPDATES:**

**19 Oakland Avenue:** In what is probably the worst case of current residential blight, this foreclosed property has a large accumulation of garbage in the rear of the property. Over the last two years, the foreclosure process has continuously been delayed, or transferred to other institutions, and in the meanwhile, the conditions at the property continued to get worse. As our department continued to monitor the legal proceedings, an order to remediate was sent out once the foreclosure was complete.

Despite the order and the accruing fines, the mess was still not cleaned up and removed. As a result, a hearing with the bank attorney was scheduled and while fines were discussed, the more pressing issue was getting the blight cleaned up. Due to our persistence, a contractor has recently been hired and soon enough, the property will be restored and brought back to compliance. The surrounding neighbors have had to put up with so much, so I look forward to being able to resolve this problem once and for all. The anticipated cleanup for this property is within the next two weeks.

### **BLIGHT ORDERS:**

**Orders written by UNIT this month (Includes Notice of Violations): 2**  
**(YTD): 119**

**110 Mill Plain Road:** Issued an order to clean up the exterior of this vacant property, near the end of Mill Plain Road. There is some rubbish around the lot, as well as an unmaintained property and an inoperable RV.

**14 Abbott Avenue:** Issued an order to clean the rear of the property as it has an accumulation of discarded furniture, scrap metal and other rubbish.

As 2021 comes to a close, our department was very busy with the issuances of Blight and Nuisance orders, most notably for properties with egregious and/or repetitive quality of life issues. In the cases of some properties, fines were accrued and liens were filed, however in the majority of these situations, the properties were remediated and the issues resolved.

This is often the most effective process in dealing with recurring issues of blight. While it is not the goal to issue any fines upon our residents, they will often be quick to comply in an effort to avoid being assessed any.

### **UPDATE: METRICS AND ACTIVITY:**

The data below represents service requests created via 311 call center activity. This is not a record of actual calls received.

|                           | <b>THIS PERIOD:</b> | <b>2021 YTD:</b> |
|---------------------------|---------------------|------------------|
| Service Requests created: | 112                 | 2521             |
| Service Requests closed:  | 67                  | 2027             |
| Percent closed:           | 59.8%               | 80.4%            |

We continue to provide the community with innovative, efficient and responsive service in order to address quality of life issues in Danbury. Our department makes itself as accessible to our residents as much as possible. We are contacted by phone, email, text and even Facebook. **For those of you not following the UNIT on Facebook, please LIKE us at UNIT City of Danbury.**

If we can be of any assistance to you or residents in your ward please contact us at 796-8026 or 311.

Sincerely,  
Shawn Stillman  
Coordinator, Office of Neighborhood Assistance



## CITY OF DANBURY

DANBURY, CONNECTICUT 06810  
DEPARTMENT OF ELDERLY SERVICES  
ELMWOOD HALL  
10 Elmwood Place  
(203) 797-4686  
[www.danburyseniors.org](http://www.danburyseniors.org)

DATE: December 27, 2021

TO: Honorable Mayor Dean Esposito  
Members of the City Council

FROM: Susan M. Tomanio, MSW, LCSW  
Director of Elderly Services

RE: Report City Council Meeting  
Reporting Period: (11/22/21 – 12/17/21)

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The Senior Center is open for in-person appointments and for pre-registered activities. Covid19 precautions, including masks and social distancing are still in effect.

**Elmwood Hall – Danbury Senior Center is again named a focal point for older adults by the Western CT Area Agency on Aging for 2022 – 2024.** We appreciate very much this recognition from the State of Connecticut.

**SchedulesPlus Software.** Obtained via grant money from the PCLB Foundation, this new software solution will be used for contact management, activity registration, volunteer management, payments, donations, rides, services, mailing lists, surveys, reporting, and many other tasks performed daily at the department. The software went live on November 1, 2021.

**Resource and Referral** is now in-person by appointment, over the phone or via email.

**CHOICES (Connecticut's program for Health insurance assistance, Outreach, Information and referral, Counseling, Eligibility Screening, i.e. Medicare A, B, D, Advantage, Medigap, Medicare Savings).** CHOICES provides free, unbiased, information on state and federal programs. This service is now in-person by appointment at the Senior Center.

**CHOICES / Resource and Referral / Senior Center.** 294 seniors / 375 services provided

**Services by Category:** CHOICES (Connecticut's program for Health insurance assistance, Outreach, Information and referral, Counseling, Eligibility Screening, i.e. Medicare A, B, D, Advantage, Medigap, Medicare Savings) – 61

Financial – 3

Food – 8

Housing / Homeless / Home Repair – 4

In-Home Care / Assisted Living / Nursing Home – 10

Transportation – 3

Elder Law - 1

Medical Equipment - 1

Wellness Check - 2

Protective Services for the Elderly - 0

Taxes – 0

COD Property Tax Relief - 0

Advocacy – 0

Supportive Counseling – 1

Senior Center – 253

"911" Emergency Calls - 0

Donations - 0

Medical - 0

Energy Assistance – 1

Covid19 Booster – 18

Covid19 Booster Transportation - 1

Other – 8

**In Person / Zoom / Virtual Activities.** Virtual on-demand activities will remain on our website. Classes and activities are now in-person at the Senior Center. Masks are required as well as social distancing. Participating through Zoom is an option for some programs. Programs include The Walking Club, Strength Training, Movers and Shapers, Multimedia Art Instruction, Tai Chi, Chair Yoga, Line Dance Instruction, Knit and Crochet, Woodcarving, Zumba Gold, Bingo, Movie Club, Coloring Circle, Trivia, and Gentle Flow Yoga.

**Rent Rebate.** CT State law provides a reimbursement program for Connecticut renters who are elderly or totally disabled, and whose incomes do not exceed certain limits. This program is conducted in-person, over the phone, through email, via text message, and postal mail.

Program officially closed for the year on October 1, 2021

Clients, 15, services, 45.

Final Applications Processed: 824 applications in State of CT portal.

**Van Transportation Program.** We have reinstated our van program to bring seniors who lack transportation to classes and programs at the Senior Center.

Week 1 – 21 one way rides

Week 2 – 52 one way rides  
Week 3 – 19 one way rides  
Week 4 - 65 one way rides  
Total Number of One Way Rides = 157  
Current Number of Seniors: 17  
(Van did not run Nov. 25, 26, Holiday and Dec. 3)

**Senior Nutrition Grab and Go Meal Program.** State funded through the Western CT Area Agency on Aging. The program provides four “COVID19” meals per week for a suggested donation of \$3 per meal.

(Week 1) 21 meals provided to 7 seniors  
(Week 2) 40 meals provided to 10 seniors  
(Weeks 3) 44 meals provided to 11 seniors  
(Week 4) 40 meals provided to 10 seniors  
**Total** Number of Meals Delivered = 145  
Current Number of Seniors = 8

### **Special Events.**

Booster Shot Clinic in partnership with Danbury Health Department and Greater Danbury Community Health Center - 41 participants.

Downtown Danbury Sip and Stroll in partnership with the Danbury Museum and Historical Society and the Prime Timers Inc., Friends of Danbury Seniors – 13 participants.

Let's Get Trivial Trivia Game – 8 participants.

Movie Club and Discussion – 6 participants.

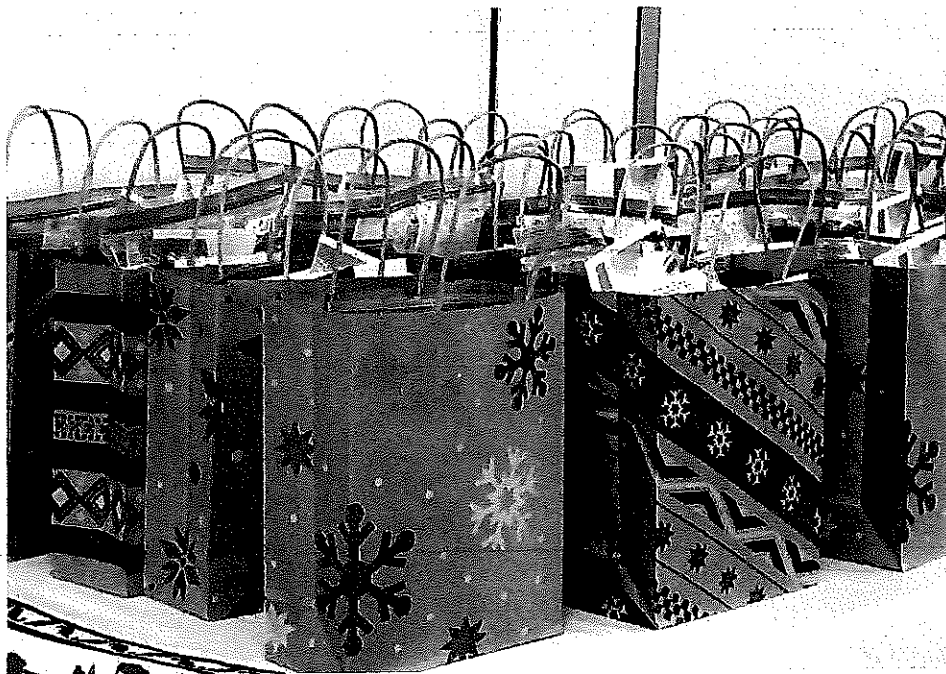
Holiday Performance by “On the Road Again” and Party Favor Bags in partnership with The Linden, Synergy Health Care, Keystone Place at Wooster Heights, Bethel Health Care and The Cascades – 28 participants.

Immaculate High Schools Choir Performance and Party Favor Bags in partnership with The Linden and Keystone Place at Wooster Heights – 27 participants.

St. Peter's School Outdoor Holiday Performance – 7 participants.



**Holiday Performance by "On the Road Again."**



**Party Favor Bags sponsored by The Linden, Keystone Place, Synergy Home Care, and Bethel Health Care.**



**Downtown Danbury Sip and Stroll with Danbury Museum.**



**Outdoor Holiday Performance by St. Peter's School.**

The Prime Timers, Inc., Friends of Danbury Seniors, a 501c3, continues to accept monetary and non-monetary donations in support of the Elmwood Hall Senior Center. Susan M. Tomanio, MSW, LCSW, Director of Elderly Services, City of Danbury, serves at the interim president.

Please refer to our website or Facebook page for all the latest news, information and community events for Danbury seniors – [www.danburyseniors.org](http://www.danburyseniors.org)





# Danbury Library

170 Main Street, Danbury, CT 06810 203.797.4505  
danburylibrary.org

DATE: December 1, 2021

TO: Honorable Mayor Dean Esposito  
Members of the City Council

FROM: Katie Pearson, Library Director

RE: City Council Meeting Report  
Reporting Period - November, 2021

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**Community Engagement:** In November, the library reached 39,800 patrons via our social media and web presence.

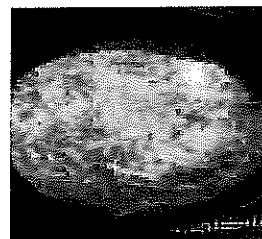
## **Patron Testimonials:**

*Thank you so much for the UFO Conference. I enjoyed listening and learning so many new things about this area I was born in and why I chose to come back after almost 40 years. - Donna Boyle*

*I really enjoyed today's 6th Annual Western UFO Conference, organized by the Danbury CT library. Hopefully, next year I will be attending in person, and have an opportunity to speak with you and the presenters. Take care, and stay well. - Salvatore Lagattuta*

*Thank you very much for the lesson on Gustav Klimt and his art. Both Autumn and Marshall learned quite a lot and their art work really made me think of Klimt. Great presentation. Thanks again!*

*Delicious! (Kids in the Kitchen - Broccoli Cheddar Bake*



### Use of Library Materials and Services:

6,140 adult items and 3,958 junior and teen items were circulated in November. The library fulfilled 909 inter-library loan requests.

**Use of Library's Remote and Electronic Services:** The library's computers and printers were used 2,150 times. The library's databases were used 189 times. A total of 1,332 ebooks and audiobooks were circulated. The library app was used 1540 times.

### Library Programs:



Deirdre Johnson hosted a virtual Diwali program on November 21st which had 90 participants.

This month, the library had its first set of room reservations from an outside organization since last year, prior to the closing due to COVID. Library staff have been working to increase the number of outreach events and community partnerships. Tara Carvalho hosted a Danbury Head Start family orientation night in collaboration with Lourdes Cochancela, ERSEA & Social Services Manager, CIFC Early Learning Programs. Families came to the library, and learned about library resources, materials, events and programs, and had the opportunity to register for or renew their library cards. There were more than sixty families in attendance. Chistine Furlo hosted a special storytime and craft for the children simultaneously.

Christine Furlo has also been hosting weekly visits from students from St. Peter's Preschool, where the students listen to a story and then have time to browse the junior collection.

Darlene Garrison has been resuming visits to the Filosa Nursing Home, where she reads a story to the residents and does a simple craft. The residents look forward to her visits, especially after we had to pause during the pandemic.

Additionally, students from the STRIDES program in New Fairfield have been coming in on a weekly basis to learn about library professions, and assist with everyday library tasks. Some projects that they have assisted with have been craft prep, outreach kits, and shelving items.

**More programs hosted and facilitated in November included:**

Happy, Healthy, Parents & Happy, Healthy, Babies  
What's Up King Tut? The Myths, Treasures and Archaeology of King Tut-Ankh-Amun  
Technology Center Workshop: MS Excel Basics  
Contemporary Happenings in American Indian Culture and Art with the Heard Museum  
The Roosevelt Family  
Understanding Your Aura with Medium Sydney Sherman  
ESL & Digital Literacy  
Lawyers in Libraries: A Free Legal Clinic  
Great Balls of Fire! Asteroids, Comets, & Meteors  
Operation Gratitude Letter Campaign  
Mini Masters: Gustav Klimt  
Wee Wiggles Storytime  
Diwali Celebration Crafts  
Wee Readers Storytime  
STEM Jr. Engineers - Coding with Scratch  
Tiny Tots Storytime  
Virtual Diwali Celebration

The library's three study pods were used 82 times and the recording studios were used 3 times.

**Grant Applications:**

***The Danbury Library currently has programs supported by the the the following active grants:***

| <b>Grant Agency</b>                                   | <b>Grant Amount</b> | <b>Program Supported</b> |
|-------------------------------------------------------|---------------------|--------------------------|
| CT State Construction Grant                           | \$100,000           | Junior Floor             |
| ALA Dollar General American Dream Literacy Initiative | \$5,000             | Language Services        |